

OPEN UNIVERSITY



HOW TO ENROLL

First, create a student account

If you are a current or former CSUN student, skip this step and use your current portal login information.

- 1 Click on the **"Get ID"** button.
- 2 Fill out the student application
- 3 On the next page under Program to Enroll, select either:
- 4 Graduate Credit or Undergraduate Credit
- 5 Save your Password, User ID, & Student ID

Ready! Enroll and pay

Before you enroll in classes:

- Change your browser settings to allow pop-ups for payment transactions.
- Be prepared with your credit card information. Payment is due immediately.
- If necessary, have your Permission Number available.

my class schedule add drop swap edit

Add Classes

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Summer Term 2014 | Undergraduate | CSU Northridge

Open Closed Wait List

Add to Cart: Enter Class Nbr Enter

Enroll in Term 2014 Shopping Cart

Your enrollment shopping cart is empty.

Find Classes

Class Search

search

my class schedule add drop swap edit

Add Classes

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

BOOK 1001 has been added to your shopping cart.

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Open Closed

Add to Cart: Enter Class Nbr Enter

Full Semester 2014 Shopping Cart

Enroll	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	BOOK 1001	Fr 11:00AM - 1:00PM	Chaparral Hall 9:122	K. New	3.00	

Find Classes

Class Search

search

PROCEED TO STEP 2 OF 3

My Full Semester 2014 Class Schedule

You are not registered for classes in this term.

my class schedule add drop swap edit

Add Classes

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

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Open Closed

Class	Description	Days/Times	Room	Instructor	Units	Status
BOOK 1001 (3.00)	INFO 810/DIVY (Lecture)	Fr 11:00AM - 1:00PM	Chaparral Hall 9:122	K. New	3.00	

CANCEL PREVIOUS FINISH ENROLLING

My Class Schedule Add Drop Swap Edit

Go to:

- 1 Go to the **"CSUN homepage"** and select the **"MYNORTHRIDGE PORTAL"** link to expand the myNorthridge Portal. Log into the "myNorthridge Portal" with your CSUN User ID and Password.
 - On the right side of the page, within the **"Quick Links"** box, click on the link for **"Enroll in Classes"** icon. A window will appear with available semesters: choose **"Open University"**.
- 2 Read and acknowledge the **"Fee Payment Acknowledgment"** page.
- 3 The **"Add Classes"** page begins Step 1 of the enrollment process. Enter the 5-digit Class Number and click **"Enter"**. The course info will appear and you can enter a Permission Number if you have one.
 - Click **"Next"** to proceed.
 - If you want to add another class, enter the Class Number here and proceed as before.
 - If you have no further classes to add, click **"Proceed to Step 2 of 3"**.
- 4 Step 2 is the **"Confirm Classes"** page. If correct, click **"Finish Enrolling"**.
- 5 In Step 3, the **"View Results"** page, you will see if you have successfully enrolled and you will need to make a payment in order to maintain your enrollment. If you do not pay within two hours, you may be dropped from your classes. Click **"Make a Payment"** to complete the transaction.
 - Payment methods: Visa, MasterCard or Electronic Check (must wait 24 hours after account activation to pay by Electronic Check).

CSUN

Visit the [Open University](#) for deadlines, fees, and policies.