

**CHICAGO STATE UNIVERSITY
ENROLLMENT SERVICES**

✓ Transfer Check List ✓

Now that you have been accepted to Chicago State University:

- If you have a disability please contact the **Abilities Office**, Cordell Reed Student Union Building, room 190. (773) 995-4401
- You must submit **immunization records** to the Wellness Center, Cook Administration Building, room 131. (Applicable if born after January 1, 1957) . (773) 995-2010
- Please take your **assessment (placement) exam(s)** as soon as possible. Please read carefully the information from the Office of Examinations, Cook Administration Building, room 126. (773) 995-2481 <http://www.csu.edu/examinations/>
- Have you applied for **financial aid**? If no, apply on-line at www.FAFSA.ed.gov or contact Office of Student Financial Aid, Cook Administration Building, room 207 or see your school counselor. If yes, go to the Office of Student Financial Aid and submit required documentation, i.e. Student Aid Report (SAR). **Check the e-mail address you used on the FAFSA application for financial aid updates and log on to www.csu.edu and click on CSU X-PRESS. (773) 995-2304**
- You will receive a transfer equivalency sheet upon receipt of all official transcripts. If you have questions please contact **Office of Evaluations**, Cook Administration Building, room 128 (TRANSFER STUDENTS ONLY). (773) 995-2520
- Have you seen your **academic advisor** **in your major department? If no, see Transfer Advisor Directory and contact your advisor.
- Have you registered to vote? If no, please visit our website at www.csu.edu and click on VOTE! (Optional)
- Do you have questions about your **mandatory health insurance**? If so, contact the Office of Student Health Insurance, Cordell Reed Student Union Building, room 247. (773) 995-4533
- If you are interested in on-campus housing, contact the Residence Hall management at (773) 995-4543.
- If you would like to view the **Class Schedule Bulletin**, log on to www.csu.edu, and click on class schedule for the term you are entering. (**Fall** available after **April 15th**; **Spring** available after **November 15th**)
- If you have additional questions or concerns, please contact Ms. Romi Lowe, Executive Director, Enrollment Services at 773-995-4445 or e-mail (r-lowe@csu.edu).

AFTER YOU ENROLL FOR CLASSES:

- Obtain a business receipt from the cashier (ADM-211) to validate your classes. If you need to make tuition payment arrangements, see the Bursar (ADM-213).
- Obtain your ID card and email address in New Academic Library (LIB), room 143

Offices

Enrollment Services
Admissions
Wellness Center
Examinations
Financial Aid
Veterans Affairs
Evaluations
Cashiers
Registrar

Cook Administration

Room 210
Room 200
Room 131
Room 126
Room 207
Room 207
Room 128
Room 211
Room 128

Phone No.

773-995-4445
773-995-2513
773-995-2010
773-995-2481
773-995-2304
773-995-3549
773-995-2520
773-995-2029
773-995-2517

E-Mail

r-lowe@csu.edu
ug-admissions@csu.edu
csu-wellness@csu.edu
examinations@csu.edu
csu.finaid@csu.edu
csu-veterans@csu.edu
m-butler@csu.edu
b-stewart@csu.edu
csu-Registrar@csu.edu

Cordell Reed Student Union Building

Health Insurance
Abilities Office
University College

Room 247
Room 190
Room 158

773-995-4533
773-995-4401
773-995-4510

g-cannon@csu.edu
cv-bennett@csu.edu

New Library

ID Card
Email address

Room 143
Room 143

773-821-2447
773-821-2447

tissanymarve@gmail.com
tissanymarve@gmail.com

Residence Hall

Housing
Front Desk (24 Hrs.)

Room 105

773-995-4543
773-821-2411

dlaster@csu.edu

Douglas Hall

International Program

Room 203

773-995-2582

oip@csu.edu

* CSU Crime Statistics can be found at www.csu.edu/CSUpolice/index.htm