How To
Accept/Decline Admission
Step One

Log into your MyCoyote account
Step Two

Select “My Tasks”
Step Three

Select “Accept/Decline”
Step Four

Click Accept/Decline button

(All applicants can see this link, but only admitted students will be able to proceed)
Step Five

Click “Next” button

(make sure to turn off popup blockers before proceeding)
Step Six

Click your appropriate choice to accept or decline
Step Seven

Click to confirm your acceptance

(Once you confirm you must continue to pay enrollment confirmation deposit or you risk losing your admission)
Step Eight

Click to navigate to CashNet and make payment

*(Don’t forget to turn off your popup blockers)*
Step Nine

Make a Payment Online

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

By clicking "Next", you are acknowledging that you have read the above disclaimer.

Click “Next” to continue
Step Ten

Click “Make a Payment” in the left Column to continue.
Step Eleven

Select “Enrollment Confirmation Deposit”
Step Twelve

Click “Add to payment” to add the ECD to your basket
Step Thirteen

Scroll down to reveal the “continue” button
Step Fourteen

Click the “continue” button
Step Fifteen

Select your Method of Payment, then click “continue”
Step Sixteen

If you select Credit or Debit you will need to acknowledge the service charge, then click “continue”

Service charge

$2.65

This site is owned and operated by Transact Campus, Inc. If you choose to make a payment with a credit or debit card using Transact Campus SmartPay, you will be charged a service charge of $2.65, so your total amount is $102.65. This charge is assessed by Transact Campus, Inc. Service charges are included in your transaction and are paid directly to Transact Campus, Inc. Service charges are non-refundable.

I acknowledge that I have read and accept the terms and conditions of the Transact Campus, Inc. user agreement and I understand that my transaction includes a non-refundable service charge of $2.65 for the use of Transact Campus SmartPay.
Step Seventeen

- Enter an email to receive receipt
- Fill out payment details
- Click “pay $102.65”
Step Eighteen

Congratulations you have successfully accepted your admission!

Make a Payment

$102.65

Thank you for your payment

You have a remaining balance of $0

The payment receipt #1560083 was sent to:

lisa.rubio@csusb.edu
admissionsapps@csusb.edu

Admissions & Student Recruitment (909) 537-5188

If you have questions please call or email us and be sure to provide your Coyote ID number, email, and name.