

Registration Help for New Business Administration Students

If you don't see all your courses for the term listed in the Available Courses section, you'll need to register for the prerequisite course(s) first.

For example, BA 310 is required to enroll in BA 350 and BA 370. Because of this, you'll only see that BA 310 is available for enrollment. Once you enroll in BA 310, you'll be able to register in BA 350 and BA 370

1. Click the register button for BA 310, to add it to your cart.

SAN DIEGO STATE UNIVERSITY
Global Campus

Logout

[Find a Course](#) [Find a Program](#) [My Academics](#) [My Account](#) [Cart](#)

My Programs

Enrollments

Program	Enrollment Date	Status
BSBA	Nov 10, 2020	Enrolled

If you do not see an upper-division course listed, please ensure that you have completed the necessary course prerequisites or are currently enrolled. Concurrent enrollment is a two-step process: complete the registration process first for the prerequisite, then repeat for the additional courses. If you have completed the prerequisite elsewhere, please contact the Global Campus Registration office at cesreg@sdsu.edu.

Available Courses

Schedule Number	Last Day to Register	Course Number	Title	Start Date	Days	Time	Action
21FA 79365 QY	Aug 18, 2021	B A 0300	Ethical Decision Making in Business	Aug 23, 2021		12:00 AM PDT	Register +
21FA 79376 QY	Aug 18, 2021	B A 0310	Foundations of Business in a Global Environment	Aug 23, 2021		12:00 AM PDT	Register +

SAN DIEGO STATE UNIVERSITY
Global Campus

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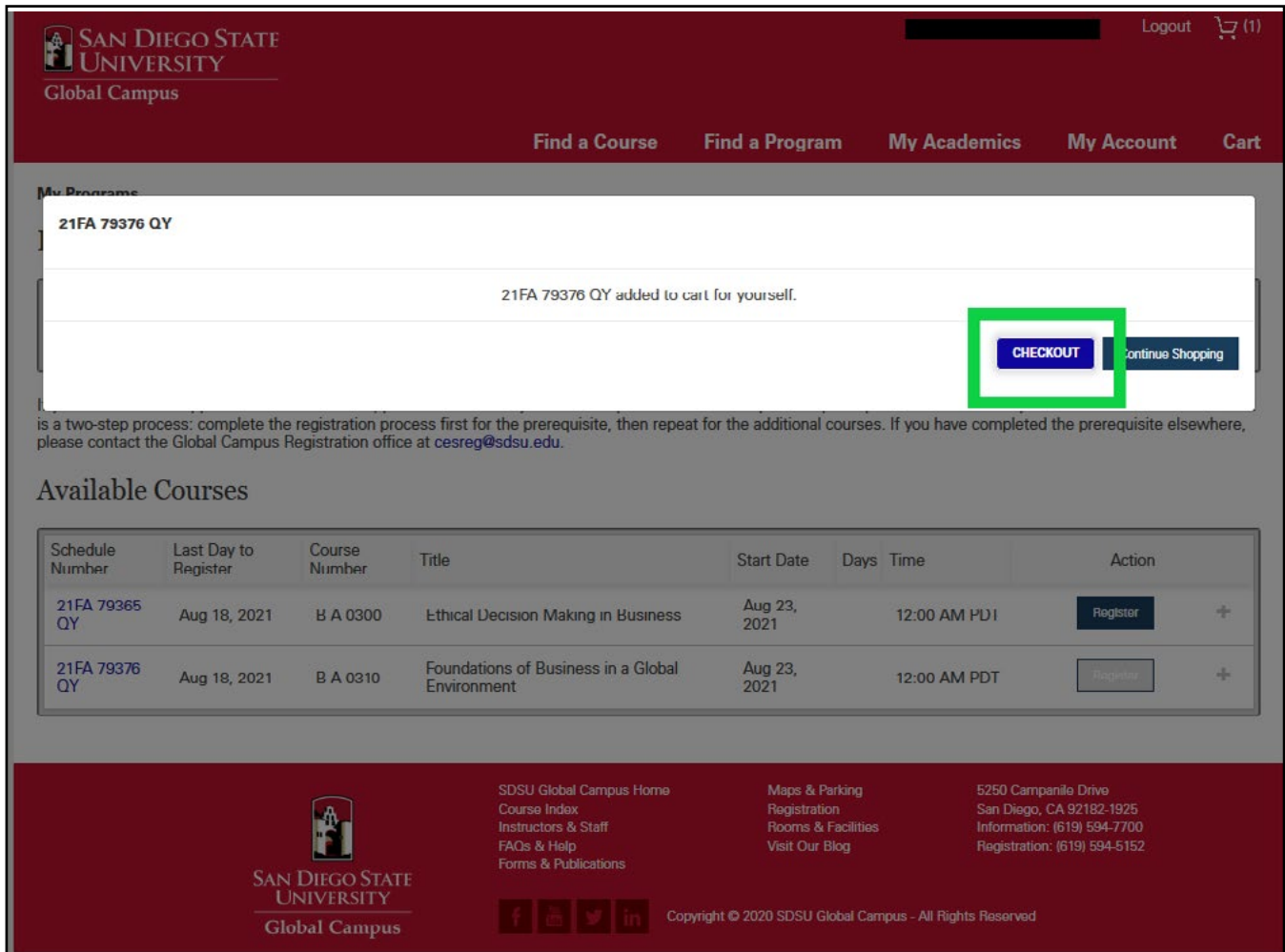
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5250 Campanile Drive
San Diego, CA 92182-1925
Information: (619) 594-7700
Registration: (619) 594-5152

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2. Once the course is added, check out to enroll in the course.



The screenshot shows the SDSU Global Campus registration interface. At the top, the university logo and name are displayed. Below the navigation menu, the 'My Programs' section shows a course '21FA 79376 QY' added to the cart. A message states '21FA 79376 QY added to cart for yourself.' A blue 'CHECKOUT' button is highlighted with a green box, and a 'Continue Shopping' button is also visible. Below this, a note explains the two-step registration process. The 'Available Courses' section contains a table with the following data:

Schedule Number	Last Day to Register	Course Number	Title	Start Date	Days	Time	Action
21FA 79365 QY	Aug 18, 2021	B A 0300	Ethical Decision Making in Business	Aug 23, 2021		12:00 AM PD1	Register +
21FA 79376 QY	Aug 18, 2021	B A 0310	Foundations of Business in a Global Environment	Aug 23, 2021		12:00 AM PDT	Register +

The footer includes the SDSU Global Campus logo, contact information, and social media links.

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3. On the payment check out page, select the appropriate payment method and click on the proceed button.

Payment Checkout

Item	Quantity	Cost	Osher Member Cost	Amount Due	Action
+ 21FA 79376 B A 0310 FOUNDATIONS OF BUSINESS IN A GLOBAL ENVIRONMENT for f [redacted]	1	\$ 552.00		\$ 552.00	x

Total: \$ 552.00

Promo Code

Payment Options:

-
-
-

4. If you're paying with a credit card, please confirm the amount and review our refund policy. When you're ready, click the Pay Now button to be directed to the payment gateway.

Confirmation

Make Payment

Item	Cost	Payment
21FA 79376 B A 0310 Foundations of Business in a Global Environment - f [redacted]	\$ 552.00	\$ 552.00

Net Amount To Pay: \$ 552.00

I accept the terms and conditions including the deadlines, refund, and withdrawal policies governing these programs and courses. I also agree that I have checked and met all program or course pre requisites. [Deadlines](#), [Refund](#), [Withdrawal Policy](#)

When you click the **Pay Now** button you will be redirected to our payment gateway site. Upon completion of your payment transaction you will be redirected back to this page to pay other payments.

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5. On the Payment Gateway, select the payment type and proceed with entering your payment information.

The screenshot shows a web interface for selecting a payment method. At the top, there are two tabs: 'PAYMENT METHOD' (selected) and 'REVIEW AND CONFIRM'. Below the tabs, the heading 'Step 1 of 2: PAYMENT METHOD' is displayed. A note states 'All fields required unless marked (optional)'. Three radio button options are listed: 'Credit Card', 'Electronic Check', and 'Foreign Currency'. At the bottom of the form, there are two yellow buttons: 'PREVIOUS' on the left and 'NEXT' on the right.

6. Once your payment has been processed, you should be redirected to the confirmation page.

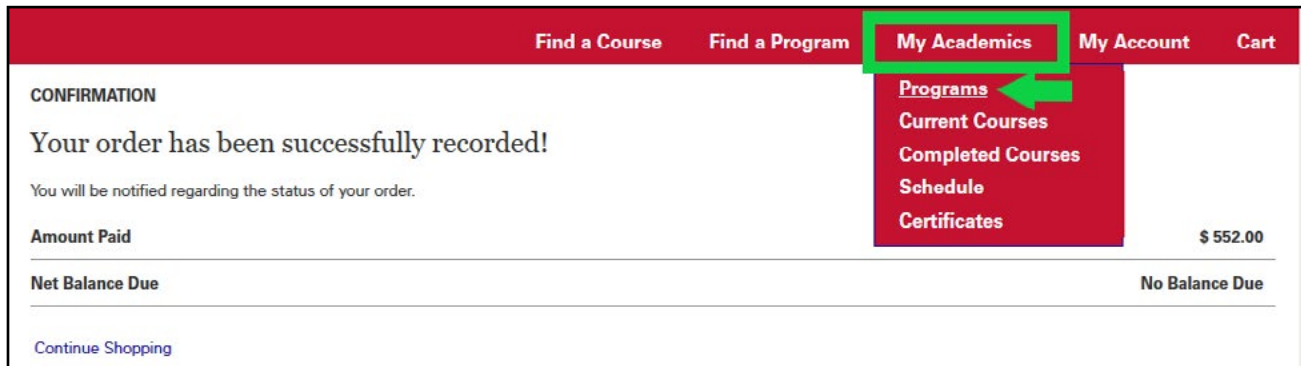
The screenshot shows the confirmation page of the San Diego State University Global Campus. The header includes the university logo and name, 'Global Campus', and navigation links: 'Find a Course', 'Find a Program', 'My Academics', 'My Account', and 'Cart'. A 'Logout' link and a shopping cart icon are also present. The main content area is titled 'CONFIRMATION' and features the message 'Your order has been successfully recorded!'. Below this, it states 'You will be notified regarding the status of your order'. A summary table shows the payment details:

Amount Paid	\$ 552.00
Net Balance Due	No Balance Due

A 'Continue Shopping' link is provided below the table. The footer contains the university logo, contact information for SDSU Global Campus (5250 Campanile Drive, San Diego, CA 92182-1925), and social media icons for Facebook, YouTube, Twitter, and LinkedIn. The copyright notice reads 'Copyright © 2020 SDSU Global Campus - All Rights Reserved'.

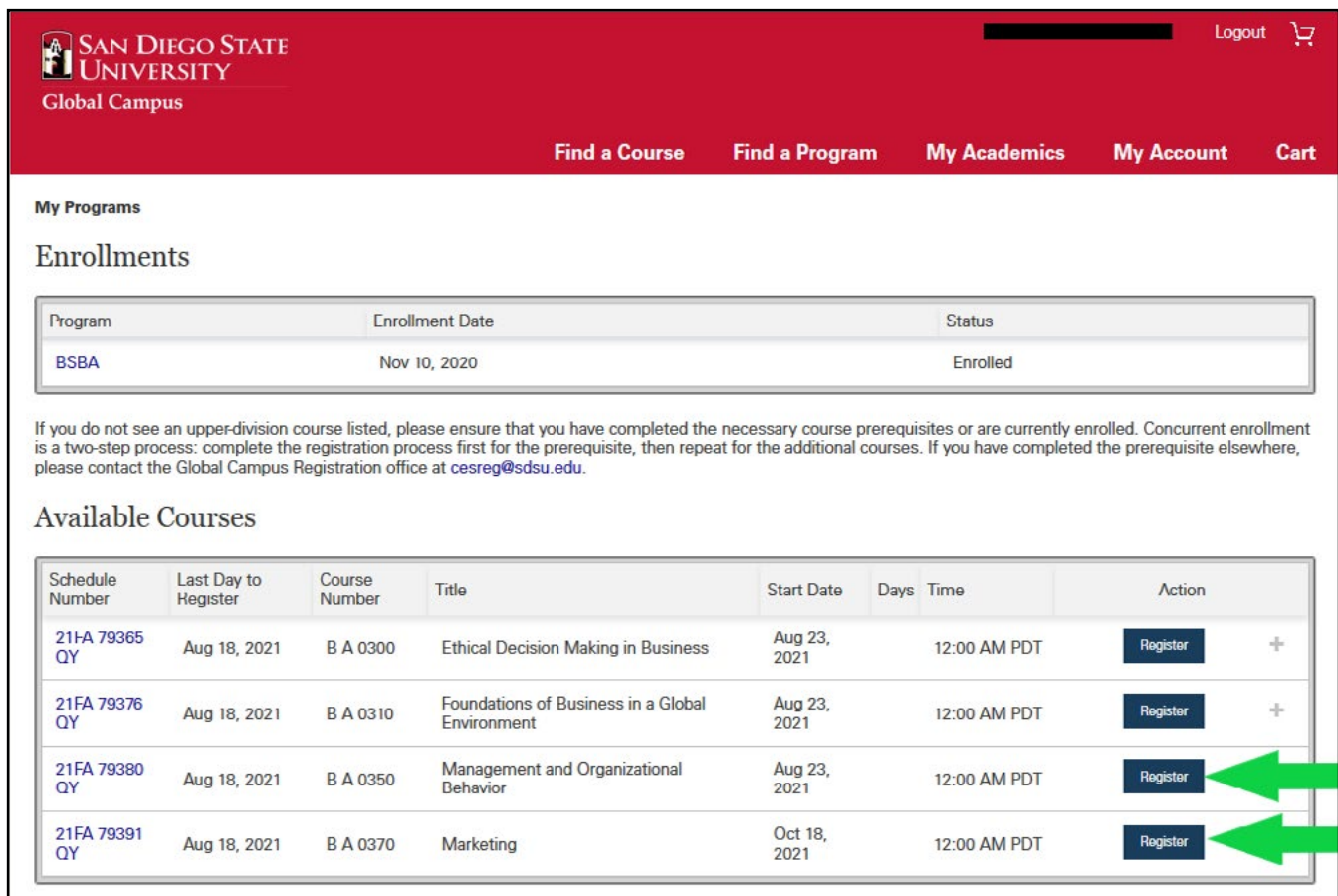
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- To return to the My Programs page, please go to Programs under My Academics.



A screenshot of a web application interface. At the top, there is a navigation bar with links: "Find a Course", "Find a Program", "My Academics", "My Account", and "Cart". The "My Academics" link is highlighted with a green box, and a dropdown menu is open below it, showing options: "Programs", "Current Courses", "Completed Courses", "Schedule", and "Certificates". A green arrow points from the "Programs" option to the left. Below the navigation bar, the main content area shows a confirmation message: "CONFIRMATION Your order has been successfully recorded! You will be notified regarding the status of your order." Below this, there is a table with two rows: "Amount Paid" with a value of "\$ 552.00" and "Net Balance Due" with a value of "No Balance Due". At the bottom left, there is a "Continue Shopping" link.

- You should then see the rest of the courses that are available for the term. In this example, BA 350 and BA 370 are now displayed and available for enrollment because you've successfully enrolled in BA 310.



A screenshot of the "My Programs" page on the San Diego State University Global Campus website. The page header includes the university logo and name, and navigation links: "Find a Course", "Find a Program", "My Academics", "My Account", and "Cart". The "My Academics" link is highlighted. Below the header, the page is titled "My Programs" and "Enrollments". A table shows one enrollment: "BSBA" with an enrollment date of "Nov 10, 2020" and a status of "Enrolled". Below this table, there is a note: "If you do not see an upper-division course listed, please ensure that you have completed the necessary course prerequisites or are currently enrolled. Concurrent enrollment is a two-step process: complete the registration process first for the prerequisite, then repeat for the additional courses. If you have completed the prerequisite elsewhere, please contact the Global Campus Registration office at cesreg@sdsu.edu." Below the note, there is a section titled "Available Courses" with a table listing courses. The table has columns: "Schedule Number", "Last Day to Register", "Course Number", "Title", "Start Date", "Days", "Time", and "Action". The "Action" column contains "Register" buttons and a "+" icon. Two green arrows point to the "Register" buttons for the courses "21FA 79380 QY" and "21FA 79391 QY".

Schedule Number	Last Day to Register	Course Number	Title	Start Date	Days	Time	Action
21HA 79365 QY	Aug 18, 2021	B A 0300	Ethical Decision Making in Business	Aug 23, 2021		12:00 AM PDT	Register +
21FA 79376 QY	Aug 18, 2021	B A 0310	Foundations of Business in a Global Environment	Aug 23, 2021		12:00 AM PDT	Register +
21FA 79380 QY	Aug 18, 2021	B A 0350	Management and Organizational Behavior	Aug 23, 2021		12:00 AM PDT	Register
21FA 79391 QY	Aug 18, 2021	B A 0370	Marketing	Oct 18, 2021		12:00 AM PDT	Register

If you have any questions or require assistance, please contact the Registration Office at **619-594-5152** or ces.registrar@sdsu.edu.