

## Preparing for Life as an Online Student and Course Registration

- Complete Pre-Registration Form at <http://www.ciu.edu/pre-reg-form>.** Contact your recruiter with any questions while completing it.
- The Registrar's office will notify you of your CIU email account activation once you have been registered for classes.** Your CIU email will be the official method of communication between CIU and you.  
Registrar's Office: (803) 807-5059, [Registrar@ciu.edu](mailto:Registrar@ciu.edu)
- Log in to your myCIU account at [my.ciu.edu](http://my.ciu.edu).** myCIU is a crucial source of information for whom to contact for financial aid, paying your bill, registering for classes, announcements, etc. You should have received access to myCIU upon applying to CIU. If this is your first time to login, your username is: firstname.lastname and your password is CIU-last 4 digits of your Social Security number.
- Your textbook(s) will be available and mailed to your home prior to the first day of class once you have been registered for your courses.** Textbooks are considered rentals unless otherwise indicated by you. If you have questions regarding your textbook options, you can reach out to a Tree of Life Books representative at (888) 392-2930.

## Paying Your Bill

- [Review](#) the Terms and Conditions for Financial Aid Awards, [accept](#) your Financial Aid Award, and submit any additional required documents.** Use your [MyCIU](#) login to access "[My Financial Aid](#)" in the lower left blue "Quick Links" menu. Financial Aid Office: (803) 807-5036, [finaid@ciu.edu](mailto:finaid@ciu.edu)
- Pay tuition and fees or sign up for a payment plan by midnight on the first day of class to stay enrolled.** Pay your bill or set up a payment plan [online](#) at [my.ciu.edu](http://my.ciu.edu). Student Accounting (803) 807-5016, [CIUAccounting@ciu.edu](mailto:CIUAccounting@ciu.edu)