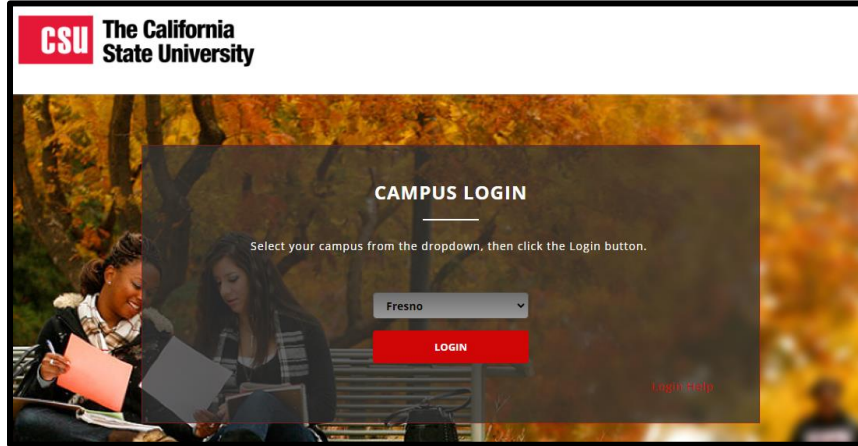


FRESNO STATE ADA FORM THROUGH CSU MOVEit FILE UPLOAD PROCESS

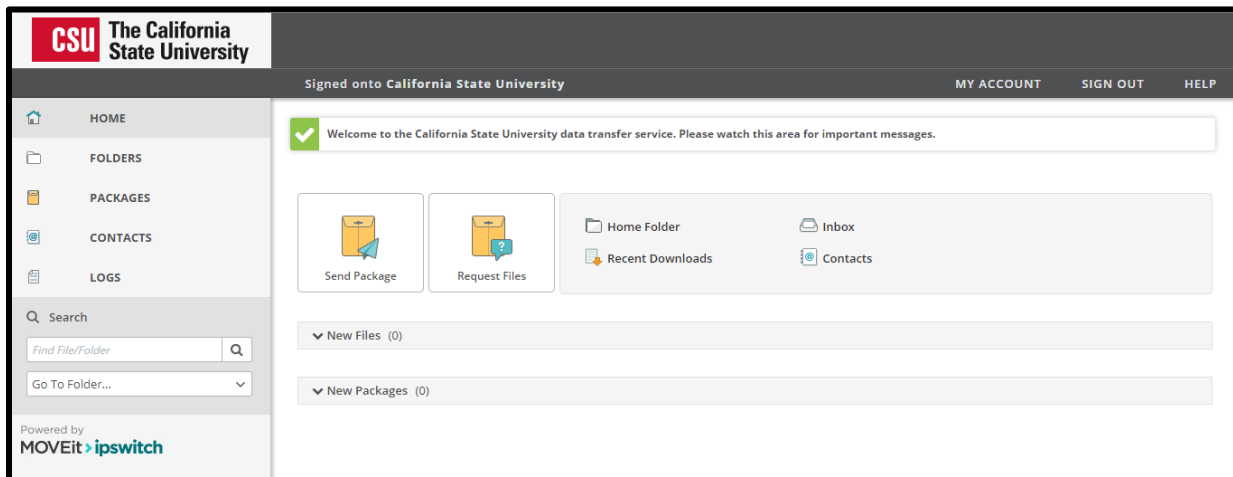
Please use the process below to upload your documents to the Fresno State Benefits team.

Instructions

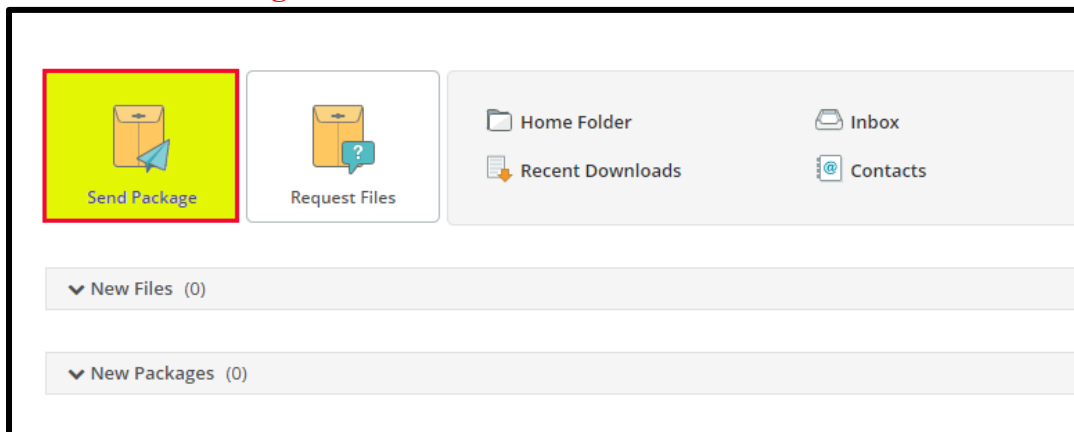
1. Log in to - <https://transfer.data.calstate.edu/> - using Fresno State credentials



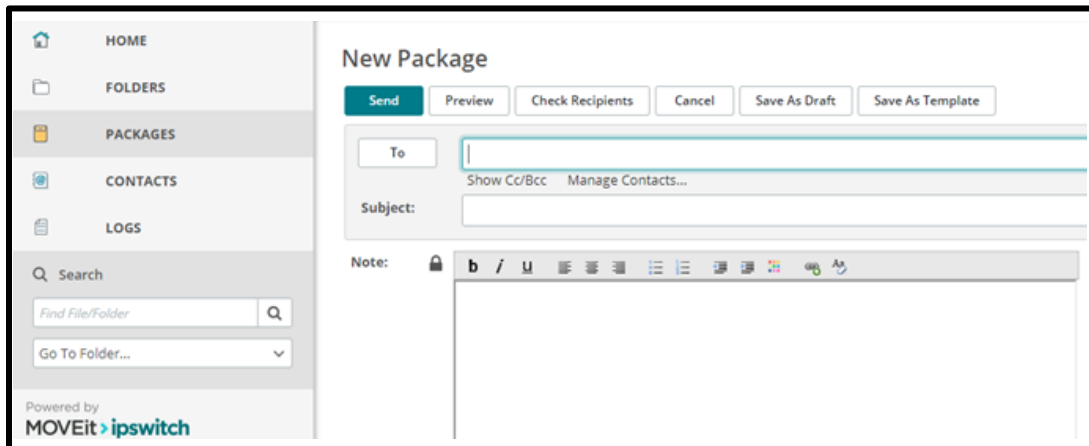
2. Will be taken to a CSU MOVEit page



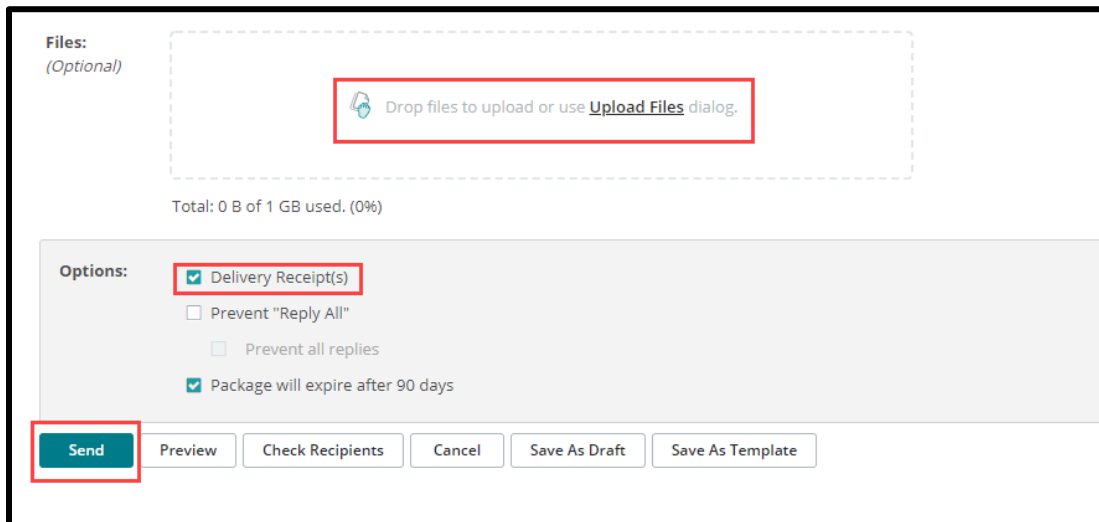
3. Select **"Send Package"**



4. Enter in → **To:** kirstenc@csufresno.edu
cc: jaguilar@csufresno.edu, calegarretta@csufresno.edu
5. Enter in → **Subject:** **ADA Form**



6. Upload or “Drag& Drop” documents
7. Select “**Delivery Receipt**” under “**Options**” section
8. **Send**



NOTE: If you encounter an error message, you may need to clear your browser cache. Below is a link to assist with clearing browser cache, if needed.

[How To Clear My Cache](#) - This guide covers all browsers.