Create Fresno State ID and Email Account

In order for you to complete the online application, please follow the instructions as follows:

**STEP 1: CREATE A FRESNO STATE ID #**
1. Go to the My Fresno State portal (link opens in new window).
2. Click "Continuing & Global Ed Courses" under the My Menu heading at the far left.
3. Click on the [New Students] button.
4. Enter all your information correctly.
5. Double check your information.
6. Click the [Continue] button.
7. Select the Program to Enroll and Term.
8. Click the [Submit] button.
9. Registration Successful!
10. Write down your Student ID. This will be your Student ID number for your entire career at Fresno State.
11. Click on the “Get Email Account” to create your own Fresno State Email Account. You will need this to log into the My Fresno State portal to enroll in classes.
12. After you have created your email account, click the [My Fresno State Portal] button to login and enroll in classes.

**STEP 2: CREATE A FRESNO STATE EMAIL ACCOUNT**
1. Go to googleapps.fresnostate.edu/signup/
2. Enter your student ID number and your date of birth. Click [Continue]. If you receive an error message, please contact the Help desk at 559.278.5000
3. Please select a new username, secret question and answer and password. Once complete, click [Create Account]. Passwords must be between 8 and 32 characters long for improved security. Remember that it is case sensitive as well.
4. If your account was created successfully, you can now use your Fresno state Gmail account to login to My Fresno State and Blackboard.

**STEP 3: PROVIDE YOUR FRESNO STATE ID # AND EMAIL ADDRESS TO CRYSTAL AT LCUI@CSUFRESNO.EDU AS SOON AS POSSIBLE.**