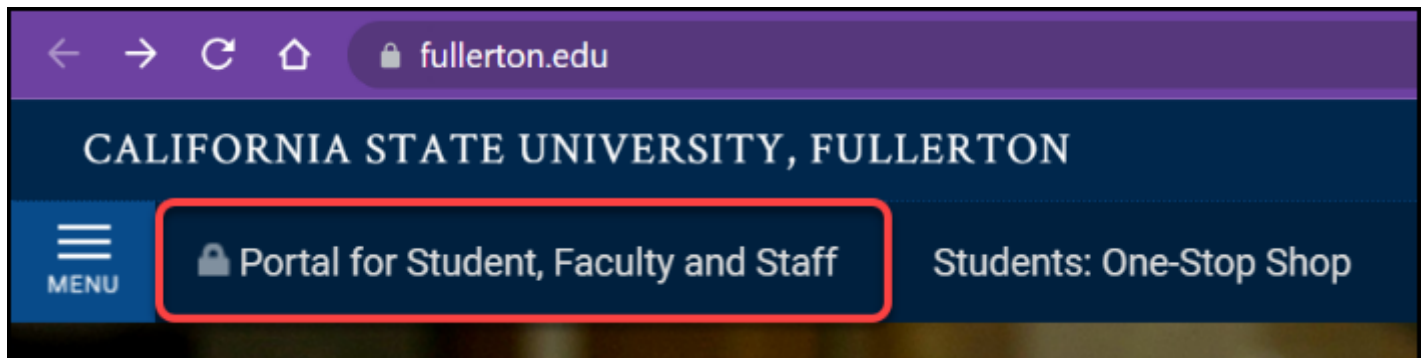


# Students: Accessing the Campus Portal for the First Time

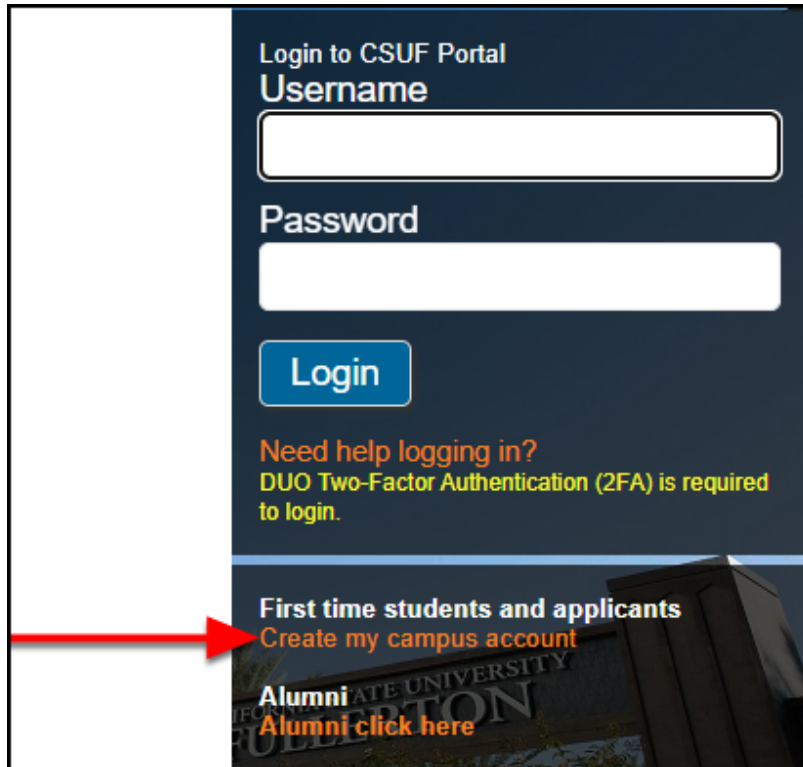
This article covers how new CSUF students can access the student portal with a CWID and PIN, personalize their username and email address, set a password for their account, set security questions for the password reset process, and provide a cell phone number for campus emergency notifications and two-factor authentication.

## 1. Open a web browser to the CSUF homepage. Click Portal for Student, Faculty and Staff.

[Open your internet browser to the CSUF homepage.](#)



## 2. Click Create my campus account under First time students and applicants.



The screenshot shows the CSUF Portal login interface. At the top, it says "Login to CSUF Portal". Below this are fields for "Username" and "Password", followed by a blue "Login" button. A message states: "Need help logging in? DUO Two-Factor Authentication (2FA) is required to login." At the bottom, there are two links: "First time students and applicants Create my campus account" and "Alumni Alumni click here". A red arrow points to the "Create my campus account" link. The background features a building and the text "CALIFORNIA STATE UNIVERSITY FULLERTON".

Login to CSUF Portal

Username

Password

Login

Need help logging in?  
DUO Two-Factor Authentication (2FA) is required to login.

First time students and applicants  
Create my campus account

Alumni  
Alumni click here

### 3. Enter your CWID and PIN. Then click Sign In.

**Welcome to California State University, Fullerton**

To begin creating your campus account, sign in with your **CWID** (Campus-Wide ID) and registration **PIN** that you received in the email from CSU Fullerton.

If you cannot obtain your CWID and PIN, you may go to the [CSUF Office of Admissions](#) to get this information.

**Note:** You will need to wait **two business days** from the date you received your CWID and PIN before you can create your campus account.

**CWID** [What's my CWID?](#)

**PIN** [What's my PIN?](#)

**Sign In**



Can't find your CWID & PIN? [Contact Admissions for assistance.](#)

You should have received an email with your CWID (Campus-Wide ID) and PIN from the Admissions Office. Keep in mind you may need to wait 24-48 hours before you can log in with your CWID and PIN.

## 4. Enter your Last Name, Date of Birth, and Home ZIP code to verify your identity. Then click Continue.

California State University, Fullerton

### Verify your identity

Fill in the following information to verify your identity.

**Last Name**

**Date of Birth**

Month Day Year

**Home ZIP Code** (Leave blank if address is not within the United States)

**Continue**

## 5. Create a username for your campus student account and email address.



You will NOT be able to change your username later, so be sure to pick a professional username that could be put on a resume!

## Create a campus account

Your campus account will be used to access:

- the CSUF portal
- campus computer labs
- the campus wireless network
- off-campus access to the online library databases
- and many other online campus resources

### Choose your Username (Required)

Your username will also be your campus email address (e.g. **tuffy**@csu.fullerton.edu).

**This email address will be used for all campus related correspondence.**

Please be considerate and **choose a professional username**.

Choose your username:

@csu.fullerton.edu

Confirm your username:

@csu.fullerton.edu

#### Username Requirements

3 to 20 characters.

May consist of letters, numbers, hyphens, underscores, or a period.



### Username requirements:

- 3-20 characters
- Can include:
  - letters
  - numbers
  - - (hyphens)
  - \_ (underscores)
  - . (period)

## 6. Create a password for your account.



Be sure to create a password that you'll remember!

### Choose your Password (Required)

Choose your password:

Confirm your password:

#### Password Requirements

12 to 20 characters and **three** of the following:

- Lowercase letters
- Uppercase letters
- Numbers
- Allowed symbols ! @ \$ % & \* ( ) , . - \_ +



Note that only the listed allowed symbols can be used as special characters.



Password requirements:

- 12-20 characters
- It must contain **three** of the following:
  - lowercase letter
  - uppercase letter
  - a number
  - a special character ! @ \$ % & \* ( ) , . - \_ +

## 7. Select three different security questions from the drop-down menus and enter your answer for each one.



These password recovery questions will allow you to easily reset your password if you forget it without having to contact the Student IT Help Desk.

### Password Recovery Questions (Required)

These questions will be used in case you forget your password. Please select 3 different questions and provide answers.

**Question 1:**

What is your mother's maiden name? ▼

**Answer 1:**

Plummer

**Question 2:**

What is the name of your childhood pet? ▼

**Answer 2:**

Elly

**Question 3:**

What is your favorite sports team? ▼

**Answer 3:**

CSUF Titans

## 8. Enter your cell phone number to receive campus emergency notifications via text.



This phone number will also be used for services that require two-factor authentication to verify your identity.

### Your Cell Phone Number (Required)

A text message (SMS) and/or voice call can be sent to your cell phone in the case of a campus emergency and important academic messages. Your cell phone number may also be required for services that requires enhanced identity verification.

**Message and data rates rates apply.**

**Your Cell Phone Number**

714

-

555

-

1212

☐ I do not have a cell phone number.

## 9. Review the information you've entered and then click Submit.

**Your Cell Phone Number**

714

-

555

-

1212

☐ I do not have a cell phone number.

Submit

## 10. You will see a confirmation page and your account will be ready within 10 minutes. Click Access the CSUF Portal to access your portal.

**California State University, Fullerton**

Your account will be ready within **10 minutes**.

Your campus username: **tuffy.titan**  
 Your campus email address: **tuffy.titan@csu.fullerton.edu**  
 Your email account will be available in the CSUF portal within 24 hours. Please remember to access your campus email to view important messages.

Your campus account will be used to access

- CSUF portal
- campus computer labs
- campus Wi-Fi network
- online library databases while off-campus
- your campus email account
- and many other online campus resources

Access the CSUF Portal

## Next Steps

The day after you create your account, you will be prompted to set up your Duo two-factor authentication account when you log in to the portal. View the user guide on how to activate your Duo account.



## Need More Help?

Can't find your CWID and PIN? Contact the [Admissions Office](#).

Technical issues? Contact the Student IT Help Desk at 657-278-8888 or [StudentITHelpDesk@fullerton.edu](mailto:StudentITHelpDesk@fullerton.edu).