

# Login & Application Instructions

[CSUN Login](#) - CSUN Faculty, Staff, and Students with campus login credentials

[Non-CSUN Login](#) - Returning OR First Time myCSUNglobe Users **without** campus login credentials

[Study Abroad Application](#) - Instructions and Tips

[Essential Travel Application/Travel Registration](#) - Instructions and Tips

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## Login to myCSUNglobe

**Step 1:** Click LOGIN at the top right of the [myCSUNglobe.csun.edu](http://myCSUNglobe.csun.edu) website.



**Step 2:**

- **Option 1:** If you are a current CSUN Faculty, Staff, or Student, select the **CSUN Login** button. This will be your login option whether you are a new or returning user.
- **Option 2:** If you **do not** have a CSUN login credential, and you have already created a myCSUNglobe account, select the **Non-CSUN Login** button below.
- **Option 3:** If you **do not** have a CSUN login credential, and you need to apply for a Program or complete a Travel Registration, do one of the following:
  - If you are applying for a study abroad program, use the [Program Search](#) to find a program, then select *Apply Now* within the program brochure.
  - If you are an *incoming exchange student*, go to the [Advanced Search](#) page, then select **Program Type > Incoming > Search** from the programs list page. Select your program, then select *Apply Now* to start an incoming exchange application.
  - If you are completing an Essential Travel Application or Travel Registration, do not attempt to create an account. Instead, please email [mycsunglobe@csun.edu](mailto:mycsunglobe@csun.edu), and an account and Travel Registration will be opened for you by an administrator.

CSUN Login

Non-CSUN Login

**Step 3:** Follow the option that applies to you:

**Option 1:** If you selected **CSUN Login**, you will be prompted to login with your CSUN login credential.

## Login

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Enter your user ID and password. New applicants should enter the email address and temporary password that you received from the University.

*For increased security, your connection will expire after 27 minutes of inactivity.*

User ID:

Password:

**Login**

**Option 2:** If you selected **Non-CSUN Login**, you will be prompted to log in with the application portal login information you set up before. *\*This should not be an @CSUN.edu email.*

Remember Username?

Login

[Forgot your password?](#)

(continue)

**Questions?** Please contact myCSUNglobe at [mycsunglobe@csun.edu](mailto:mycsunglobe@csun.edu) or call (818) 677-2331.

**Option 3:** If you **do not** have a CSUN email, you will need to create a myCSUNglobe account. To do so, [find your program](#) and select **Apply Now**.

- If you are an **incoming exchange student**, select **Advanced Search** > **Show** > (default is Outgoing) change to **Incoming** > Search (at the bottom). Then select your incoming program and select **Apply Now** within the program brochure page.
- From there, you will be prompted to create an external myCSUNglobe account (not connected to the CSUN campus login).
- Select Create Account at the bottom of the window. Note: This should not be a CSUN email.

New User? Create Account

- After selecting Create Account, you will be asked to complete the following information.

If you **do not have a CSUN account** and you **have not previously logged into myCSUNglobe**, please complete the form below to create a non-CSUN account specific to this myCSUNglobe site. Note: This **should not** be an @csun.edu email.

**Email \***

Please enter an email

**First Name \*** **Middle Name**

**Last Name \***

**Phone Number (optional)**

**Your Institution (optional)**

If you are not currently at an institution you may skip this. Otherwise, please select your home institution.

**Password \*** **Password Confirmation \***

Please enter a password

- Password requires a min. length of 8
- Password requires special character
- Password requires number
- Password required the use of Uppercase and Lowercase characters

Register

**Questions?** Please contact myCSUNglobe at [mycsunglobe@csun.edu](mailto:mycsunglobe@csun.edu) or call (818) 677-2331.

## Study Abroad Application - *Instructions and Tips*

**Step 1:** Use the [program search](#) to find and favorite available programs.

**Step 2:** After narrowing down your program choice, select **Apply Now** in the program brochure

**Step 3:** Choose **CSUN Login**, and you will then be prompted to login with your CSUN campus credentials. If you are an incoming exchange student you will choose **Non-CSUN** login and create a **myCSUNglobe** account.

**Step 4:** Complete all the application requirements, and when you are finished select '**Submit your application**' at the top of your screen.

**TIP:** If you would like to save your information so that you can revise and finish your answers at a later time, click **SAVE** at the bottom of each required item. When you are ready to submit your application, make sure you click **DONE** to lock in your answers.

**Step 5:** Your application will then be reviewed and you will be notified about the next steps when a decision has been made about your application.

**Step 6:** If you are approved, you will be prompted to **Commit** or **Decline** your acceptance into the program, and complete additional requirements before the start of your program.

**Step 7:** During and after your program you may have additional requirements to complete. Please continue to login to your myCSUNglobe application to check-in.

## Essential Travel Application/Travel Registration - *Instructions and Tips*

**Step 1:** Click **LOGIN** at the top right of the [myCSUNglobe.csun.edu](http://myCSUNglobe.csun.edu) website and click **CSUN login** to sign in with your CSUN login credentials.

**Step 2:** Use the left navigation menu on the [myCSUNglobe home page](#) to locate the Essential Travel Application or Travel Registration link that pertains to you. Within the page, click the link at the bottom of the page to start your registration. Link Options:

- ★ [Student International Travel Registration](#)
- ★ [Faculty/Staff International Travel Registration with Students](#)
- ★ [Faculty/Staff International Travel Registration without Students](#)
- ★ [Essential Travel Application](#)

**Step 3:** Add your travel locations and dates

- a. Type in and select the city and country of your travel destination.

**TIP:** If you type in a city and no destinations appear in the selectable options, add a **comma** after the city name to see location options.

- b. Add in your arrival and departure dates.
- c. Select the **+** icon to add more than one destination/dates itinerary record. Please add all the travel destinations and dates that apply to your trip.
- d. Click **Continue** once you are done.

**Step 4:** Complete all the application requirements, and when you are finished, select '**Submit your application**' at the top of your screen.

**TIP:** If you would like to save your information so that you can revise and finish your answers at a later time, click **SAVE** at the bottom of each required item. When you are ready to submit your application, make sure you click **DONE** to lock in your answers.

**Step 5:** Your application will then be reviewed, and you will be notified if there are further questions about your application.

**Step 6:** When a final decision is made, you will be notified via email. If you are a Student applying for Travel Registration, you will need to pay an FTIP Travel Registration Fee within your application.