

[Contract Course **Confirmation** Email Template – students will receive automatically]

Hi <FirstName>,

We have processed your registration through Colorado State University Online for the following course:

<course information will be listed here>

<course start date will be listed here>

<course end date will be listed here>

Your CSUID is: <ID number here>

## Next Steps

### 1. Create Your eID (Electronic Identity)

An eID consists of a login name (eName) and password required to access most University systems. Use your CSUID to create your eID or modify your existing eID at [eid.colostate.edu](http://eid.colostate.edu). When setting up your eID, you will create a CSU email account. Check this account regularly or forward it to your personal account as this email address will be used for all official University communication. You must create your eID before the end of the semester associated with your course.

### 2. Watch for Your eBilling Notification

By registering for courses, you are responsible for tuition and other fees associated with these courses. You will receive an email notification once billing statements are available. Payment is due on the 10<sup>th</sup> of the month following your registration. Using your eID, log on to [RAMweb](#) to find your billing statements and payment options under "Billing and Tax Information."

### 3. Payment

When paying your bill, there is a minimal percent and transaction fee assessed to credit card payments. [Visit our website](#) for other payment methods and additional information.

**Note: This course cannot be dropped and is not eligible for refund.**

Thank you again for registering through Colorado State University Online. If you have any questions, please contact Sally Ketchum at [sally.ketchum@colostate.edu](mailto:sally.ketchum@colostate.edu).

Thank you.

The Colorado State University Online Team