

How to Access Your Academic Records in CI Records

CI Records houses student Academic Records. It includes access to enroll in classes, view your class schedule, view your registration appointment times, view your CARR, grades, and personal contact information on file with the university.

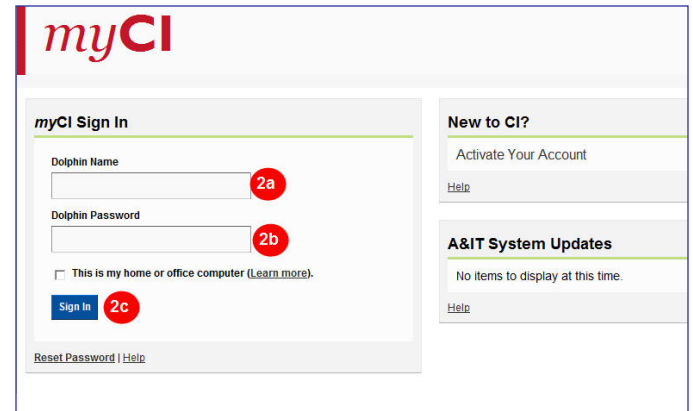
1. Open your browser and go to <https://myci.csuci.edu> or connect through www.csuci.edu and click on the myCI icon.

2. On the sign-in page:

- Enter your Dolphin Name* (ex. first.last####)
- Enter your Dolphin Password*
- Click on "Sign in" to log in.

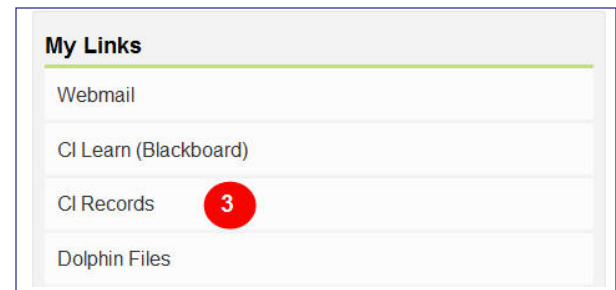
*Both are case sensitive.

Note: New students must click on the "Activate Your Account" link and follow the instructions from there.

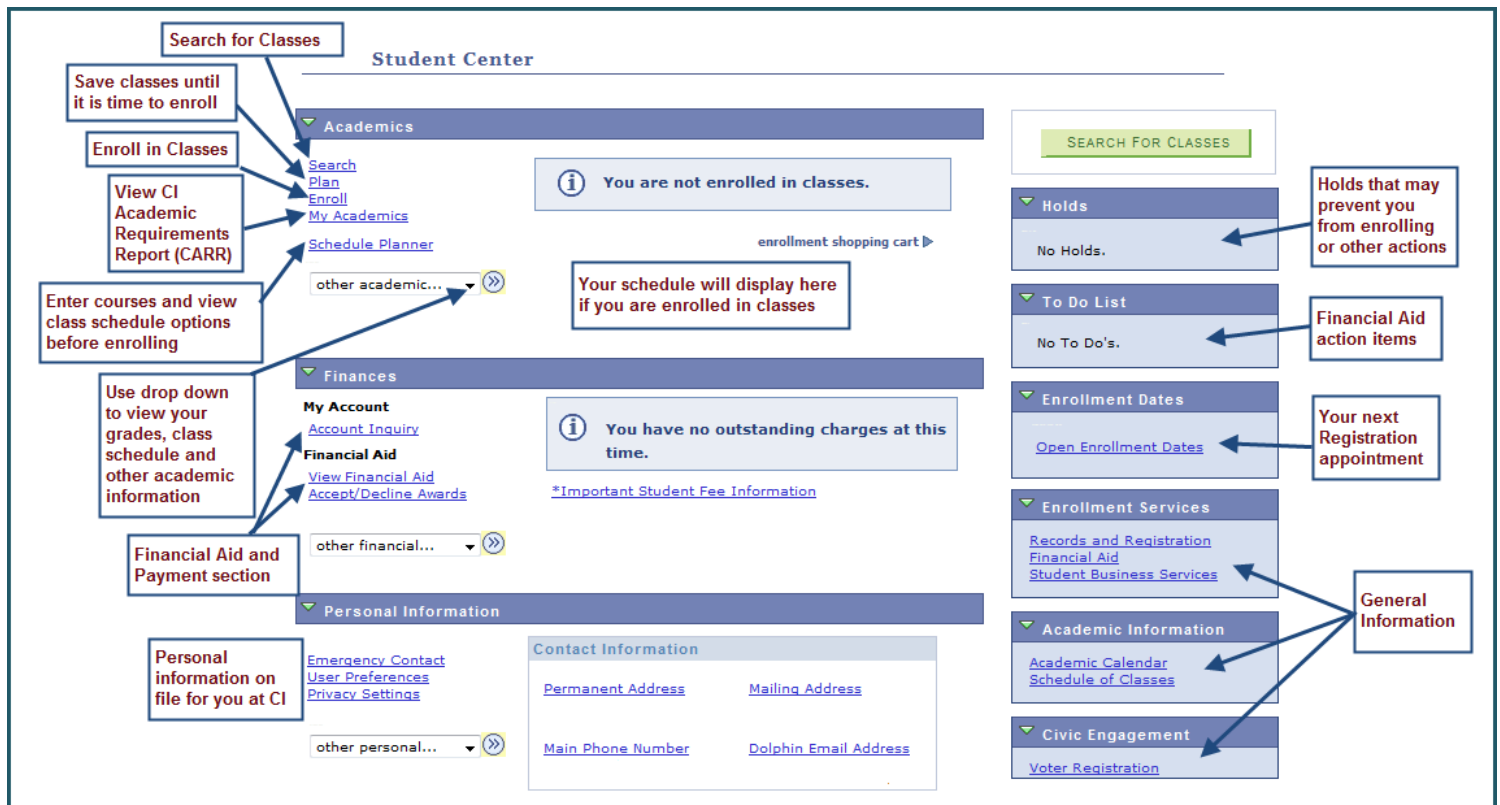


The image shows the myCI Sign In page. It has a header with the myCI logo. Below the logo is a sign-in form with fields for Dolphin Name (labeled 2a) and Dolphin Password (labeled 2b). There is a checkbox for "This is my home or office computer (Learn more)" and a Sign In button (labeled 2c). To the right of the sign-in form are two sections: "New to CI?" with an "Activate Your Account" link and a "Help" link, and "A&IT System Updates" with a message "No items to display at this time." and a "Help" link.

3. Once you are logged into myCI, click on **CI Records** in the *My Links* section.



The image shows the My Links section. It has a title "My Links" and a list of links: Webmail, CI Learn (Blackboard), CI Records (labeled 3), and Dolphin Files.



The diagram shows the Student Center interface with various sections and links. The main sections are Academics, Finances, and Personal Information. The Academics section includes links for Search, Plan, Enroll, My Academics, and Schedule Planner. The Finances section includes links for My Account, Account Inquiry, Financial Aid, View Financial Aid, and Accept/Decline Awards. The Personal Information section includes links for Emergency Contact, User Preferences, and Privacy Settings. The diagram also shows a "SEARCH FOR CLASSES" button, a "You are not enrolled in classes" message, a "Your schedule will display here if you are enrolled in classes" message, a "You have no outstanding charges at this time" message, and a "General Information" section with links for Records and Registration, Financial Aid, Student Business Services, Academic Calendar, Schedule of Classes, Civic Engagement, and Voter Registration. Arrows indicate the flow of navigation between these sections and messages.

For assistance with understanding your Student Center,
please visit the Enrollment Center in Sage Hall, Room 1020