

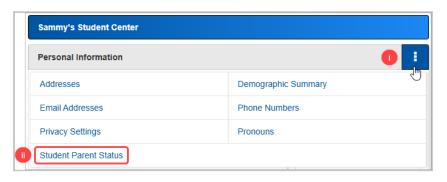
## Student Parent Status Self-Certification Guide

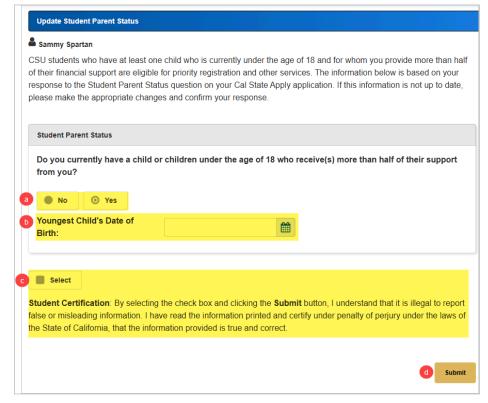
Early registration will be given to students who have at least one child under the age of 18 who receives more than half of their support from the student.

This guide illustrates the steps for the student to self-certify that they meet the criteria for the early registration appointment.

- 1. Log in to MySJSU.
  - a. If you see the Student Parents
     message, click the review and
     certify that you have at least
     one dependent under the age
     of 18 link and proceed to Step
     2.
  - b. If you do not see the Student Parents message (shown above), go to the Personal Information section.
    - i. Click on the 3 Ellipses menu.
    - ii. Click the Student Parent Status link.
- 2. On the Update Student Parent Status page:
  - a. Select **Yes** if you have a child that meets the criteria.
  - b. If yes is selected, enter the Date of Birth of the youngest child.
  - c. Check the Student
     Certification Select box to certify that the information provided is true and correct.
  - d. Click the button to submit your self-certification.







 If you see the verification page with the **Date of Submission** displayed, you have successfully completed the process.

Click **Return** to go back to the Dependents page.

 You will see your youngest child's date of birth that you have certified along with the last self-certification submission date.

At any time, you can update the information as needed and resubmit.

