SAN FRANCISCO STATE UNIVERSITY
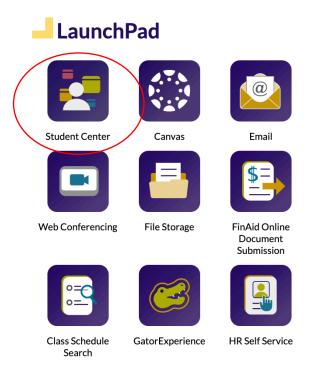## Gator Health and Well-being

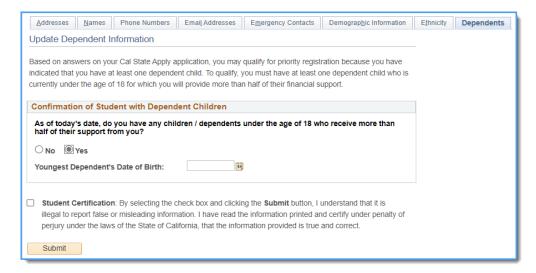# Self-Certification of Dependents Step-by-Step

1. Log into your Student Center on Gateway

LaunchPad

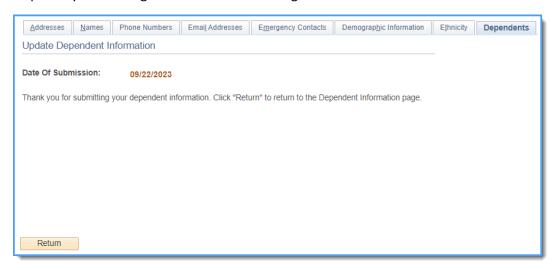|		
Student Center	Canvas	Email
Web Conferencing	File Storage	FinAid Online Document Submission
Class Schedule Search	GatorExperience	HR Self Service

2. Under the **"Personal Information"** section click on the "**Other Profile Information**" drop down menu and select "**Dependents**"

Academics
Search
Degree Planner
Degree Progress Report
Enroll
My Academics
My Test Scores
Gator Scheduler

You are not enrolled in classes.

Enrollment Verificati ⌄ »

Finances
My Account
Account Inquiry
Enroll In Direct Deposit

Financial Aid
View Financial Aid
Accept/Decline Awards
Report Other Financial Aid

You have no outstanding charges at this time.

*Important Student Fee Information   Make a Payment ▶
                                      Intl Flywire Payment

Personal Information
Demographic Data
Emergency Contact
Names

Other Profile Information
[⌄] »

Addresses
Dependents
Email Addresses
Phone Numbers
other financial...

Contact Information
Mailing Address   Address 2
222 mason rd
watsville, CA 00000
Home Phone   SFSU Email
None   email@sfsu.edu

Search for Classes

Holds & Alerts
Balance due deferred by FA
Fully Admitted
                    Details ▶

To Do List
Diploma Address Reminder
Diploma Name Reminder
                    More ▶

Milestones
No Milestones

Important Links
Register to Vote
Key Dates and Deadlines
Graduation Instructions

New Students
Orientation Reg (Undergrads)
New International Student Info
Check Admissions Status

Resources
Apply for Campus Scholarships
Help Guides for Student Center
Tuition and Fees Refund

3. Click on the "Dependents Tab" and self-certify if you have dependents and age of youngest child, then hit "Submit"

4. Once completed you should get a confirmation message.

5. When priority registration appointments are assigned, you will receive an email from the Registrar with your appointment information.