## Logging on to your Faculty Center

Revised May 2022 CGU Registrar's Office

## Log on to PeopleSoft

- Log on to your faculty center by clicking the PeopleSoft link at <a href="https://my.cgu.edu/applications/">https://my.cgu.edu/applications/</a> or by navigating directly to <a href="http://sis.cgu.edu">http://sis.cgu.edu</a>
- If you don't know your login information, contact helpdesk@cgu.edu or call (909) 621-8174 (on campus dial x18174 or go to ACB 303)
- Confirm you're in the Faculty Center. If you do not see Faculty Center in the very top, select Faculty Center from the drop-down menu



• Select the Faculty Center tile



## **Check the Term**

• If the term shown is not the one you want to see, click Change Term, select the correct term, and then click Continue.

