Begin by logging into the SIS at case.edu/sis with your CWRU Network ID and password.

1. Click the **Tasks** tile on the Student Home.
   Alternatively, from the **NavBar**, select Navigator > General > General > Tasks.

2. Click the **To Do List** link.

3. Select the **Financial Responsibility Agreement** item.

4. Carefully read the agreement.

5. Click the checkbox next to the following statement:
   
   **I have read this agreement.**

   Click the **Save** button.

6. Click the **Next** button in the upper right and then **Finish**.

**Note:** All incoming students or students seeking a new degree program are required to complete the **Student Financial Responsibility Agreement** prior to registration. This is a one-time requirement and covers current and future registrations at the university. For questions regarding completing the agreement or the contents of the agreement, please contact 216.368.2226 or studentaccounts@case.edu for assistance.

To review or print the financial agreement at any time, navigate to the **Tasks** tile on the Student Home and click **Completed Agreements**. All other policies and procedures, including the full text of the agreement, can be found on the **Student Financial Services** homepage.

The Financial Responsibility Agreement can not currently be completed in SIS Mobile and must be accessed from case.edu/sis.

This completes the process of completing the financial responsibility agreement.