



THE CITADEL
ADMISSIONS

Lesesne Gateway Instructions

Before you start, think of a safe password:

- Must contain at least 12 characters
 - Use of a passphrase is highly encouraged
 - Cannot be your name or a word others could guess about you, such as your nickname
- Decided on a password? Okay! Now you can continue!

Login to the Lesesne Gateway portal, the digital gateway to your campus information:

Go to www.citadel.edu> Tools> Lesesne Gateway Portal

Your username is in your accept packet. You may also contact The Office of Admissions at admissions@citadel.edu to be given your username.

Enter your temporary password: Type the word "Citpass-" (with the hyphen included) followed by the last six digits of your social security number as 123456.

You must capitalize the C. For example, if the last six of your social is 26-3948, you enter: Citpass-263948

To pay the \$300 Enrollment Deposit:

- Go to the "Pre-Cadet" link in the top left corner menu
- Select "Click here to make your enrollment deposit" and then "I agree"
- On the next page, scroll down to the "Available Items" section and click "Admissions Deposit"
- A menu will pop out on the right side of the screen. Click "add to payment" at the bottom.
- Click "checkout" at the bottom of the next screen
- Choose payment method and follow prompts to complete payment

NOTE: We will *never* ask you to send your password, social security number, or other confidential information in an email. Think and be safe! Do not click links or respond to messages that ask you for this information!

Need help?

Visit the ITS Help Center in Bond Hall, room 253 with your photo ID or call (843) 953-HELP/953-4357.