Fall 2018
SDSU Graduate Application
Featuring Cal State Apply
CAL STATE APPLY—The new way to apply to SDSU

www.calstate.edu/apply
WHAT IS CAL STATE APPLY?

CAL STATE APPLY

Find your future at the California State University. With 23 campuses and thousands of degree choices, the CSU is a great place to start your journey. Explore your options below, and start your application today.

Already started your application? Sign in »
See Application Dates & Deadlines »

Choose the type of student you are to learn more about how to apply today:

Freshman  Transfer  Graduate  International  Teaching Credential

Click Apply Now or choose a student type to learn more.
When you’re ready to complete your application to the CSU, be sure to have these items on hand:

✓ Unofficial transcripts
✓ Social Security Number (if you have one)
✓ Citizenship status
✓ Credit card—Application fees are due at the time of submission and are paid by credit card
✓ Annual income
Welcome to The California State University

Thank you for your interest in The California State University. We hope you will find the online application process to be comprehensive and easy to navigate. You do not need to complete the online application all at once. You may access your application and change your answers as many times as you like by using your login credentials from any computer with internet access. Your application can be completed online and submitted electronically once you have entered the required information.

Please Note: If you previously created an account on CSUMentor you will need to create a new account for Cal State Apply.
CREATE AN ACCOUNT

Fill out your first and last name as stated on your driver’s license, passport, or birth certificate. Add your contact information and create a username and password for your Cal State Apply Profile.

Once you are finished with this screen, click on Create my account.
COMPLETE YOUR PROFILE

Extended Profile

Below is the current information used to create your account. If you need to update or change any of the following information, you can

Education
What level of degree are you seeking?

Only select Graduate, including Credential and Certificate Programs if you have a Bachelor’s degree (or will have a Bachelor’s degree by your program start date) and are seeking a Master’s degree, teaching certificate or post-baccalaureate degree.

Only select Undergraduate if you are:

- A graduating high school senior or equivalent
- Seeking a Bachelor’s degree and are transferring from another institution
- Seeking a second Bachelor’s degree

- Undergraduate
- Graduate, including Credential and Certificate Programs

Type of degree

- Master’s degree or higher
- Teaching Credential, including CalState Teach
- Post-baccalaureate Certificate

- Select Level of Degree: Graduate, including Credential and Certificate Programs
- Select “Teaching Credential” option in the drop down for access to the preliminary administrative services credential application
COMPLETE YOUR PROFILE—MILITARY & U.S. CITIZENSHIP STATUS

Use the drop-down menu to select a U.S. Military Status and one of the following U.S. Citizenship Status options:

- **U.S. Citizen:**
  - An individual born in the United States
  - An individual who has been naturalized as a United States citizen
  - An individual born in Puerto Rico, Guam, or in the U.S. Virgin Islands

- **Permanent U.S. Resident:** an individual admitted to the United States as a lawful permanent resident

- **Temporary U.S. Resident:** an individual admitted to the United States as a lawful temporary resident

- **Non Resident:**
  - An individual who is not a United States Citizen and will study at SDSU on an F-1 or J-1 Visa

- **None:** an individual without a legal status in the United States (including Deferred Action for Childhood Arrival students, Dream Act students)
Welcome to The California State University

Hi Mary Student

Thank you for your interest in The California State University. We hope you will find the online application process to be comprehensive and easy to navigate. You do not need to complete the online application all at once. You may access your application and change your answers as many times as you like by using your login credentials from any computer with Internet access. Your application can be completed online and submitted electronically once you have entered the required information.

Please Note: If you previously created an account on CSUMentor you will need to create a new account for Cal State Apply.

Click on Start Your Application! on the bottom of the page.

You will receive a confirmation of saved information as you complete each section.

Your application will be completed online and submitted electronically once you have entered the required information.
SELECTING YOUR PROGRAMS

Use the drop-down menus to select the Campus and Location.

SDSU Location Options:

- Imperial Valley: The Imperial Valley Campus is located in Calexico, California, U.S.
- Main Campus: The Main Campus is located in San Diego, California, U.S.
- Online: Programs offered exclusively online.
SELECTING YOUR PROGRAMS

Select the Programs to Which You Want to Apply

Select at least one program to start your application. You can add additional programs from the Add Program tab at any time before the submission deadline.

Application fees for some undergraduate programs may be waived based on eligibility. Once you have completed your application, please click on the Submit Application tab to review your fee waiver status. For more information, please view the applicant instructions and FAQs in the upper right corner.

Delivery Format:
Use the drop-down menu and select Fall.

Select the program (major) to which you want to apply by clicking on the plus sign on the left-hand side.

Once you are done selecting your program (major), click on I am Done, Review My Selections to continue with your application.
The Application Dashboard will help you access different parts of your application:

- Personal Information
- Academic History
- Supporting Information
- Program Materials
Click on the Personal Information quadrant to begin the first part of your admission application.
Click on the first section called **Release Statement** to begin to enter your information.
Release Statement

You may update this information at any time prior to submission. Once you have submitted, the information on this page cannot be edited.

Release Statement

CERTIFICATION - to be read and authorized by all applicants to certify the accuracy of the information provided.

I certify under penalty of perjury under the laws of the State of California that I have provided complete and accurate responses to the items on this application. I further certify that all official documents submitted in support of this application are authentic, unaltered records that pertain to me. I authorize the California State University to release any information submitted by me on my behalf to any person, firm, corporation, association, or governmental agency or entity which I may have nominated or authorized to receive such information. I authorize the California State University to release any information submitted to it for any purpose in my application for admission or for financial aid to any person, firm, corporation, association, or governmental agency or entity. I understand that any misrepresentation or omission may be cause for cancellation of admission, financial aid, or enrollment. I certify that, as long as I am a student at this institution, I will address the residence clerk if there is a change in any of the facts affecting my residence.

Your certification of this statement serves the same purpose as a legal signature, and is binding.

Additional Information Release

I authorize the California State University to release my contact information to one or more CSU campuses and/or affiliates that may wish to contact me before and/or after I have submitted my application to the university.

Check box to Acknowledge

Carefully read each statement under Certification, Release of Contact Information, and Additional Information Release and check the boxes beneath the text.

When you are finished, click on Save and Continue.
Carefully complete the information on the Biographic Information section. You can edit this information prior to submission, but once you submit your application, this information can no longer be edited.
Use the drop-down menu to select a U.S. Citizenship Status:

- **U.S. Citizen:**
  - An individual born in the United States
  - An individual who has been naturalized as a United States citizen
  - An individual born in Puerto Rico, Guam, or in the U.S. Virgin Islands

- **Permanent U.S. Resident:** an individual admitted to the United States as a lawful permanent resident

- **Temporary U.S. Resident:** an individual admitted to the United States as a lawful temporary resident

- **Non Resident:**
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- **None:** an individual without a legal status in the United States (including Deferred Action for Childhood Arrival students, Dream Act students)
To conform to federal guidelines, CSU campuses must collect information on ethnic and racial backgrounds for all applicants.

This information will not affect your application for admission.
If you have a Social Security Number (SSN), enter it here (arrow pointing to SSN field). If you do not have an SSN, leave this part blank.

At the bottom of the screen, select your Native Language from the drop-down menu.
After you finish entering your **Personal Information** on your application, you will complete your Academic History.

Click on the **Academic History** icon to continue.
ENTERING YOUR ACADEMIC HISTORY

In this section you will:

- Identify the colleges attended, including all post-secondary institutions attended.
- Identify the standardized tests you have taken or plan to take.
Add a College
Add all colleges attended. For each college, enter the degree awarded or in progress, type of term system, and dates of attendance. Include international post-secondary institutions and U.S. institutions you attended that are not regionally accredited.

Begin typing the full institution name. The system will display results that match the information. Select the correct matching college. This feature includes all institutions, domestic and international with a College Board CEEB code.

If you are unable to find your institution, verify the name is entered without abbreviations and matches official name on the transcript. If the institution is not found select Can’t find your school? and complete the degree, term and attendance information.
Indicate if a degree has been completed or will be completed.

- Select type of term system institution follows—semester, quarter or trimester.

- Indicate first & last terms attended.
  - First term: select term, month and year. Month = month classes started.
  - Last term: If still attending at time of application, check box indicating you are still attending. If no longer attending, select last term, month and year. Month = month classes ended.

Once all information is complete, select Save This College.
After saving your college information, verify the information is displaying correctly. If you need to edit the information, click on the blue pencil located on the right-hand side of the screen.

Add any additional colleges you have attended. All colleges attended must be reported.
TRANSCRIPT ENTRY

Transcript Entry

Enter transcript information exactly as it appears on your transcript. Your transcript details will be reviewed by a quality assurance team. If there are inaccuracies, your application will be sent back to you, and this will result in delays in submitting your application. All courses must be included, even if you did poorly or later repeated the course. If you have transfer credits, enter those credits from the institution where you originally took the course.

After you enter transcript information for all colleges attended, you will complete Transcript Review. In Transcript Review you will be asked to identify additional attributes about your coursework including Primary College and courses that are Repeated, Advanced Placement, Other Tests, Honors, and Study Abroad.

I Am Not Adding Any College Transcripts

Applicants with a bachelor’s degree completed are not required to complete the Transcript Entry section. To move on select I Am Not Adding Any College Transcripts.

Applicants with a bachelor’s degree in progress are required to complete this section and only report In Progress and Planned courses in the Transcript Entry section.

Please note: International applicants will automatically be exempt from completing this section.
Adding a GPA in the **GPA Entries** section is optional.

Select the **blue Add GPA** button. You will then be given the option to **add a GPA** or indicate you **don’t have a GPA to add**.

Please note: International applicants will automatically be exempt from completing this section.
GPA ENTRIES CONTINUED

If you click I don’t have a GPA to add, then the GPA entries will appear with a green check mark.

Add a GPA:
1. Select undergraduate, graduate, or other from the School Level drop-down menu
2. Enter Total Credit Hours completed
3. Enter GPA
4. You do not need to enter Quality Points since they are automatically calculated
5. Click on Save
STANDARDIZED TESTS

Standardized Tests

Please provide information about the tests you have taken or plan to take. You may add or update this information at any time prior to submission. Once you have submitted, you will be able to add additional tests as well as update the area marked “plan to take”, but you will not be able to update or delete completed tests.

I Am Not Adding Any Standardized Tests

Add any tests you have taken or plan to take by selecting Add Test Score.
STANDARDIZED TESTS CONTINUED

- Enter date taken and scores received if exam has been completed.
- Enter date exam will be taken if exam has not yet been completed.
After entering standardized tests, select My Application to return to the dashboard.

Select the Supporting Information quadrant to provide additional information.
SUPPORTING INFORMATION

Experiences include:
- Employment
- Internship
- Volunteer

Achievements include:
- Awards
- Honors
- Presentations
- Publications
- Scholarships
Documents

Select **I Am Not Adding Any Documents** at the bottom of page as required documents are requested in the department application.

Statement of Purpose

Your Statement of Purpose is requested in the department application. Please type in: **Sent directly to department** to complete this section.
Use the **My Application** tab to check your progress. Once you have reviewed your entries for accuracy and all parts of the application are complete, you are ready to submit your application with payment.
SUBMITTING YOUR PAYMENT

Click **Submit** and enter your payment information.
CONFIRM YOUR ORDER DETAILS

Order Details

The program applications you are paying for will submit upon payment. Once you pay & submit your application, you will not be able to edit specific portions of your application. The following sections of your application will lock upon submission:

- Documents
- Evaluations/Recommendations
- Questions
- Transcript Entry

Please confirm that you understand your application will lock after you pay below:

☑️ I acknowledge that my applications will submit upon payment, and certain portions of my application will lock.

Selected Programs

Economics

Deadline: September 15, 2017

Payment Details

Payment Method

VISA 411100000001111

Exp: April/2021

Billing Address

5621 Dorothy Dr
San Diego, California 92115
Your Payment Has Been Submitted!

Information on previous payments is available in Payment History under your User Profile.

**Payment Date:** 09/01/2017  
**Order #:** A70AA4E330BE

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### Programs Paid For

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Submission Status</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Economics</td>
<td></td>
<td>09/15/17</td>
</tr>
</tbody>
</table>

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### Payment Details

- **Payment Method:** XXXXXXXXXXXXX1111
- **Name on Card:** Mary Student
- **Billing Address:** 5621 Dorothy Dr  
  San Diego, California 92115

**TOTAL PAID:** $55.00
ADDITIONAL SDSU RESOURCES

SDSU Graduate Admissions Office
www.sdsu.edu/admissions/graduate

SDSU Admission Online Application
www.calstate.edu/apply

SDSU WebPortal Application Status Check
www.sdsu.edu/portal

SDSU Graduate Bulletin
www.sdsu.edu/graduatebulletin

Graduate and Research Affairs
gra.sdsu.edu/gra

CSU Admission Information (23 Campuses)
www.calstate.edu

SDSU Housing Information
www.sdsu.edu/housing

SDSU Financial Aid
www.sdsu.edu/financialaid

SDSU Scholarships
www.sdsu.edu/scholarship