Fall 2019
SDSU Graduate Application
Featuring Cal State Apply (CSA)
CAL STATE APPLY—The way to apply to SDSU

www.calstate.edu/apply
WHAT IS 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.

Choose the term you wish to apply to and click APPLY.
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

- Select Degree Goal: Graduate (for a Master’s degree) or Teaching Credential Only (for all credential programs). If you are pursuing a program that includes a Master’s and credential, choose the Graduate option.

- Select if you are Returning to finish a previous program from the drop-down menu.
COMPLETE YOUR PROFILE—MILITARY & INTERNATIONAL APPLICANT

Use the drop-down menu to select a U.S. Military Status and whether you are an International applicant:

**US Military Status**
- Anticipated U.S. Military Status at time of enrollment
  - Not a Member of the Military

**International Applicant**
- Do you have or will you require an F1 Visa (student) or J1 Visa (exchange) to study at the California State University (CSU)?
  - Yes
  - No

[Save Changes]
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.

Start Your Application!

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.
Select the Programs to Which You Want to Apply

You must select at least one program to begin your application. You may add additional programs from the Add Program tab at any time before the submission deadline.

Due to CSU enrollment pressures, campuses may offer very limited Lower Division and Second Baccalaureate programs.

Please click here for campus specific program Dates & Deadlines.

Application fees for some undergraduate programs may be waived based on eligibility. Once you have completed your application in full, please click on the Submit Applications tab to review your fee waiver eligibility. For more information on application fee waiver eligibility, please click here.

Programs with a Source of Extended Education are offered by Extended and Continuing Education on each campus.

Use the drop-down menus to select the Campus.
SELECTING YOUR PROGRAMS

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/quadrants 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.
Carefully read each statement under Certification and Release of Contact Information. Then check the boxes beneath the text.

When you are finished, click on Save and Continue.
Carefully complete the information on the **Biographic Information** and **Contact Information** sections. You can edit this information prior to submission, but **once you submit your application, this information can no longer be edited**.

When you are finished, click on **Save and Continue**.
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/Green Card: an individual admitted to the United States as a lawful permanent resident

● None: an individual without a legal status in the United States (including Deferred Action for Childhood Arrival students, Dream Act students)

● Refugee

● Other VISA
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.

Next, select your Native Language from the drop-down menu.

Next, respond to the Military Dependent Question from the drop-down menu.
Answer the rest of these questions to the best of your ability.

For the **Teacher or Other Education Credential Information**, please choose, “Planning to apply to a credential program for this term” if you will be applying to the credential program for Fall 2019.

If you are not interested in a credential program, choose :Not interested in a credential program.”
Financial and Parental Information

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

Indicates required field.

Household Income and Size Information

If you are an international applicant, you are not required to complete the following section. Please select International Applicant in the pull down below, in response to “How do you classify yourself?”

Under federal regulations, you are considered an independent student if you can answer “Yes” to any of the following questions:

- You were born before January 1, 1996?
- Are you currently an active duty member or a veteran of the U.S. Armed Forces?
- As of today, are you married? (Also answer “Yes” if you are separated but not divorced.)
- At the beginning of the 2019-2020 school year, will you be working on a master’s or doctorate program (such as an MA, MBA, MD, JD, PhD, EdD, graduate certificate, etc.)?
- You now have or will you have children or dependents who will receive more than half of their support from you between July 1, 2019 and June 30, 2020?
- Someone other than your parent or stepparent has legal guardianship of you, as determined by a court in your state of legal residence?
- At any time since you turned age 13, both your parents were deceased, you were in foster care, or you were a dependent or ward of the court?
- At any time on or after (July 1, 2018, did your high school, an emergency shelter, a transitional housing program or homeless youth center determine that you were an unaccompanied youth or were self-supporting and at risk of being homeless?

If you cannot answer yes to any of these questions you would be considered a dependent student.

- How do you classify yourself?

Parent/Guardian Education Level

- What is your Parent/Guardian #1 highest level of education?
- What is your Parent/Guardian #2 highest level of education?

Answer the rest of these questions to the best of your ability.

When you are finished, click on Save and Continue.
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.

Start by clicking on **Colleges Attended**.
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.
COLLEGES ATTENDED

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 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.
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

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

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

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

For those applying to Credential programs you can use the, “I Am Not Adding any Standardized Tests” button. The Credential exams will be entered in Program materials later in the application.
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

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more Experiences, but you will not be able to update or delete completed Experiences. Please refer to the Checklist on the program materials section of the application to determine if this section is required for your program application.

List all applicable employment. Include military service but omit summer and part-time work not relevant to your career or academic goal. Indicate your present employer, if now employed.

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

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more Achievements, but you will not be able to update or delete completed Achievements.

For Undergraduate applicants: Achievements are optional, and you may skip ahead by clicking I Am Not Adding Any Achievements. Achievements reported will not be used during the consideration of your application for admission.
Statement of Purpose

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

Statement of Purpose

Write a brief statement of purpose describing reason(s) for pursuing graduate or post-baccalaureate study. Include any additional information concerning your preparation that is pertinent to the objective specified.

Sent directly to department.

Save and Continue
Program Materials

For most programs this section will already be completed, as indicated by the green circle.

Only credential applicants should need to complete this section for Fall 2019.
CHECK YOUR PROGRESS AND SUBMIT YOUR APPLICATION

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

Mary Student

411XX0000XX1111

Exp: April/2021

Billing Address

5621 Dorothy Dr
San Diego, California 92115

Fee Total $55.00

Please do not click the button more than once or refresh this page, or you may be charged twice.

Continue
Your Payment Has Been Submitted!

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

Programs Paid For

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<tr>
<th>PROGRAM NAME</th>
<th>SUBMISSION STATUS</th>
<th>DEADLINE</th>
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<tbody>
<tr>
<td>Economics</td>
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<td>Deadline: 09/15/17</td>
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Payment Details

Payment Method: XXXXXXXXXXXX1111
Name on Card: Mary Student
Billing Address:
5621 Dorothy Dr
San Diego, California 92115

TOTAL PAID $55.00
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<thead>
<tr>
<th>Resource</th>
<th>Website</th>
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<td>SDSU Graduate Admissions Office</td>
<td><a href="http://www.sdsu.edu/admissions/graduate">www.sdsu.edu/admissions/graduate</a></td>
</tr>
<tr>
<td>SDSU Admission Online Application</td>
<td><a href="http://www.calstate.edu/apply">www.calstate.edu/apply</a></td>
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<tr>
<td>SDSU WebPortal Application Status Check</td>
<td><a href="http://www.sdsu.edu/portal">www.sdsu.edu/portal</a></td>
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<tr>
<td>SDSU Graduate Bulletin</td>
<td><a href="http://www.sdsu.edu/graduatebulletin">www.sdsu.edu/graduatebulletin</a></td>
</tr>
<tr>
<td>Graduate and Research Affairs</td>
<td>gra.sdsu.edu/gra</td>
</tr>
<tr>
<td>CSU Admission Information (23 Campuses)</td>
<td><a href="http://www.calstate.edu">www.calstate.edu</a></td>
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<tr>
<td>SDSU Housing Information</td>
<td><a href="http://www.sdsu.edu/housing">www.sdsu.edu/housing</a></td>
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<td>SDSU Financial Aid</td>
<td><a href="http://www.sdsu.edu/financialaid">www.sdsu.edu/financialaid</a></td>
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