

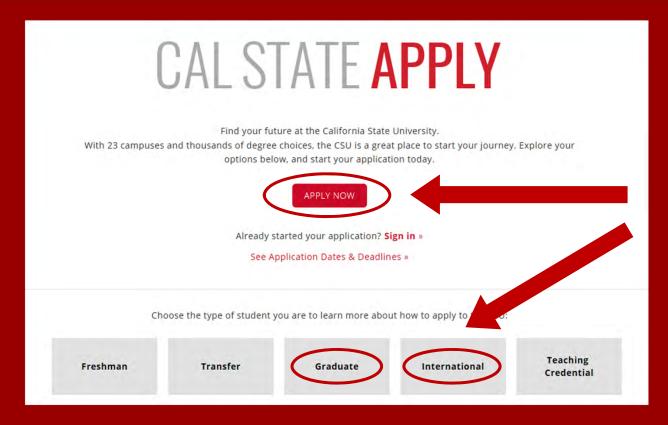
Fall 2018 SDSU Graduate Application Featuring Cal State Apply School Counseling

CAL STATE APPLY—The new way to apply to SDSU



www.calstate.edu/apply

WHAT IS CAL STATE APPLY?



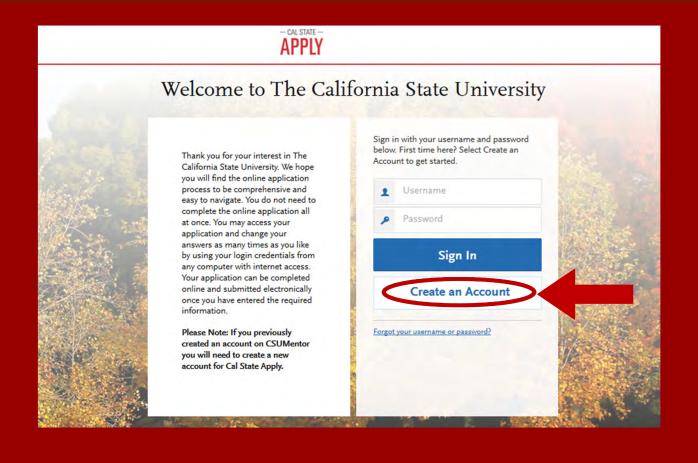
Click **Apply Now** or choose a student type to learn more.

CAL STATE APPLY GRADUATE STUDENT APPLICATION CHECKLIST

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

CREATE YOUR ACCOUNT



CREATE AN ACCOUNT

Fill out your first and last name as stated Create an Account on your driver's license, passport, or birth certificate. Add your contact information **Contact Information** Email Address marystudent@gmail.com Work V and create a username and password for The information below will be provided to the admiss to which you apply. Please provide complete and accu Confirm Email Address marystudent@gmail.com your Cal State Apply Profile. application you will be able to specify additional addre Preferred Phone Number · +16195945500 Cell v details. Alternate Phone Number · (201) 555-5555 Cell v All information is required unless noted as optional. Once you are finished with this screen, click on Create my account. Your Name **Text Notifications** Title Optional ✓ Lauthorize text messages to my cell phone number above and acc responsibility for any charges incurred. **Terms and Conditions** First or Given Name Mary Middle Name Optional Username and Password Terms of Use Your username must be at least 6 characters. Your password must be These Terms of Use constitute an agreement Last or Family Name Student ement") between you and of 8 characters and contain at least one letter and one number or sp Liaison International, Inc. (the "Company" wner of the website located at Suffix Optional marystudent Username ✓ I agree to these terms Display Name Optional Mary Student *********** Password **Account Created** Confirm Password Create my account Security Question On what street did you grow up? Your account has been successfully created. Continue

COMPLETE YOUR PROFILE

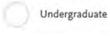
Complete Your Profile

The information provided below will be used to ensure you see all programs for which you qualify and ensure that your application includes all relevant information.

All information is required unless noted as optional.

Education

What level of degree are you seeking?



Graduate, including Credential and Certificate Programs



Master's degree or higher Teaching Crodentick, including CalState Teach Post-baccalaureate Certificate

Have you previously attended a CSU campus and are returning to complete that earlier program of study?



Var



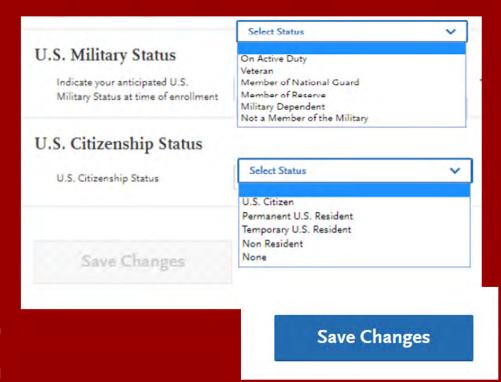
- Select Level of
 Degree: Graduate,
 including Credential
 and Certificate
 Programs
- Select Type of
 Degree from the
 drop-down menu:

 Master's degree or
 higher

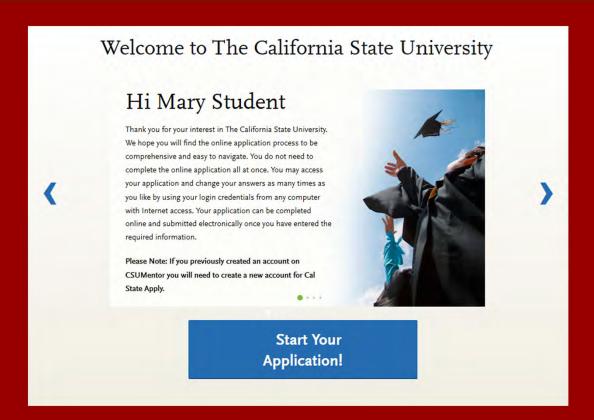
COMPLETE YOUR PROFILE—MILITARY & U.S. CITIZENSHIP STATUS

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)



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.

SELECTING YOUR PROGRAM

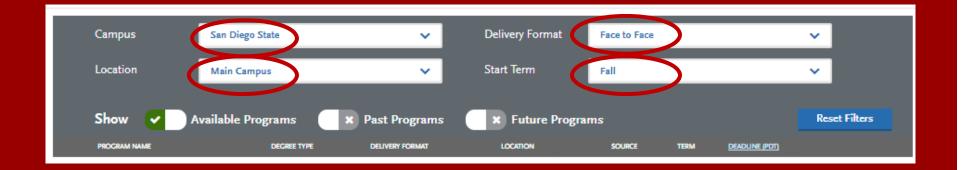
Use the drop-down menus to select:

Campus: San Diego State

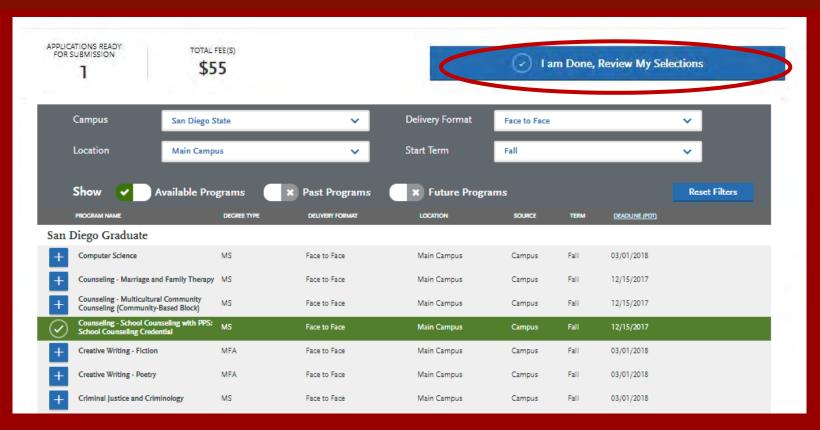
Location: Main Campus

Delivery Format: Face to Face

• Start Term: Fall



SELECTING YOUR PROGRAM

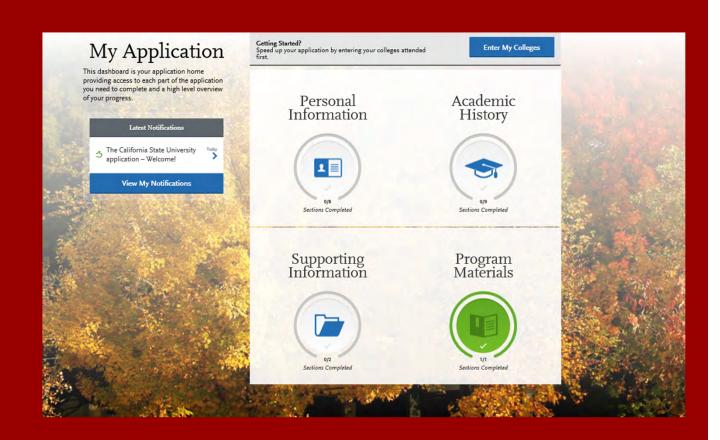


Click on the plus sign on the left-hand side of Counseling – School Counseling with PPS:School Counseling Credential. Then, click on I am Done, Review My Selections.

THE APPLICATION DASHBOARD

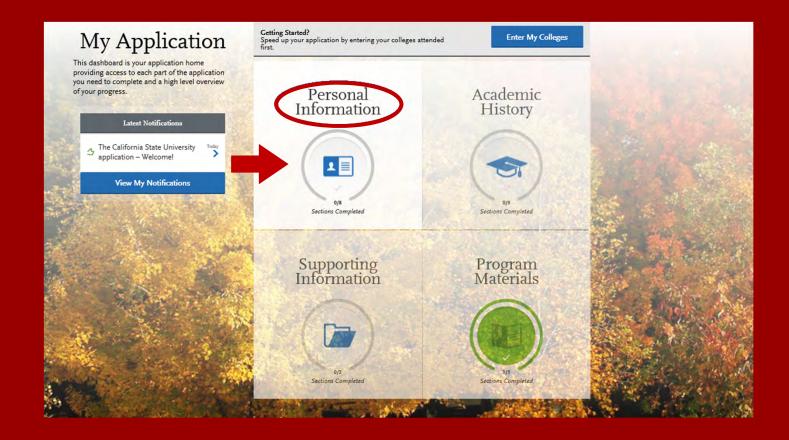
The Application
Dashboard will help you
access different parts of
your application:

- Personal Information
- Academic History
- Supporting Information
- Program Materials



PERSONAL INFORMATION

Click on the **Personal Information** quadrant to begin the first part of your admission application.



PERSONAL INFORMATION



Click on the first section called **Release Statement** to begin to enter your information.

RELEASE STATEMENT



Additional Information Release

I authorize the California State University to release to my school or college counselor/counseling office (or sponsoring agency) information regarding my application, including test scores, transcripts and other supporting documents, as they relate to my admitssion and scholarship status. If you do not check the box, CSU may not inform your school or counselor whether you have applied or been admitted.

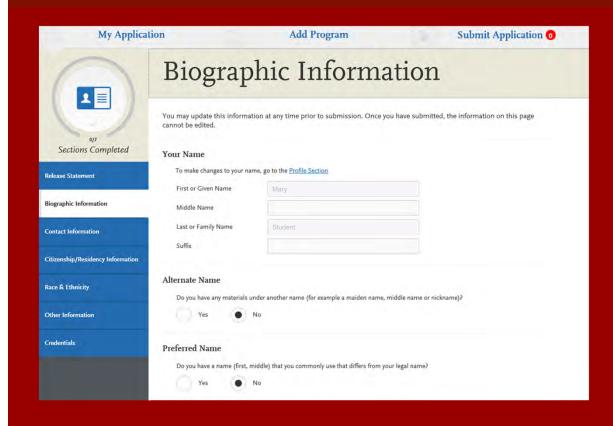
Chack box to Acknowledge

Save and Continue

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.**

BIOGRAPHIC INFORMATION



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.

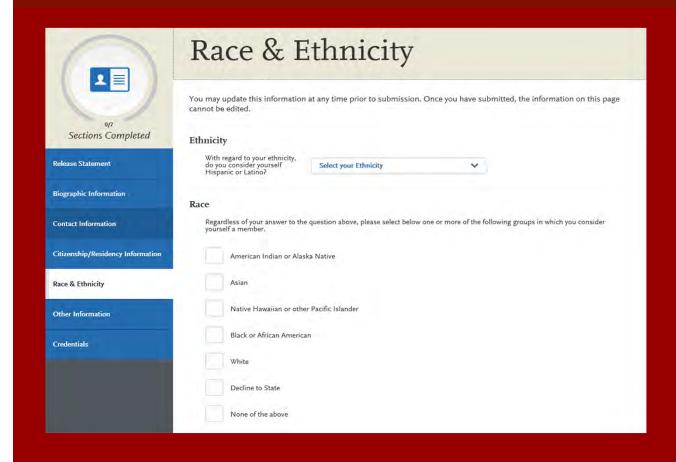
CITIZENSHIP/RESIDENCY INFORMATION



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
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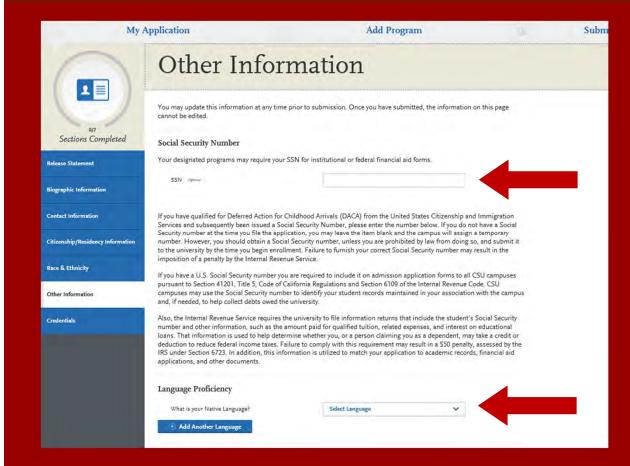
RACE AND ETHNICITY



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.

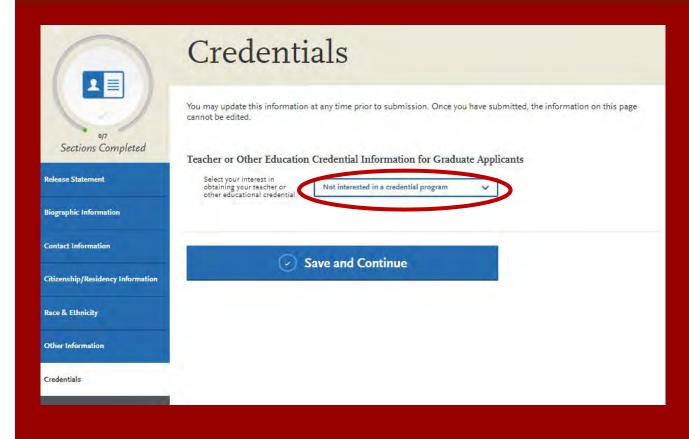
OTHER INFORMATION



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.

CREDENTIALS



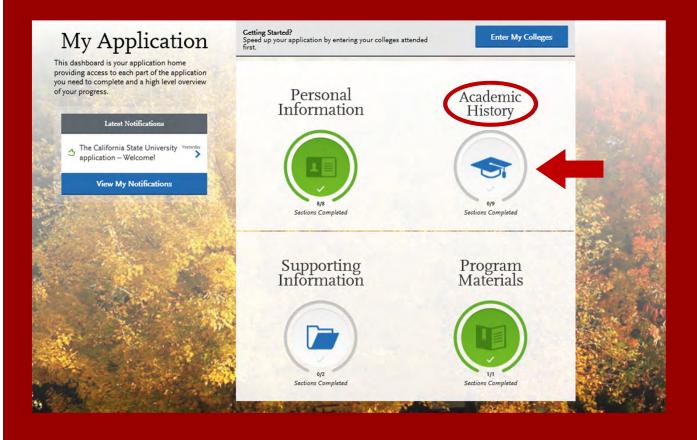
SDSU does not need you to enter answer Credentials questions.

To skip all remaining questions, select **Not interested in a credential program**.

NOTE:

Due to a system glitch, you may have to select **Applying** to a credential this term and then go back and select **Not** interested in a credential program for the blue **Save** and **Continue** button to appear.

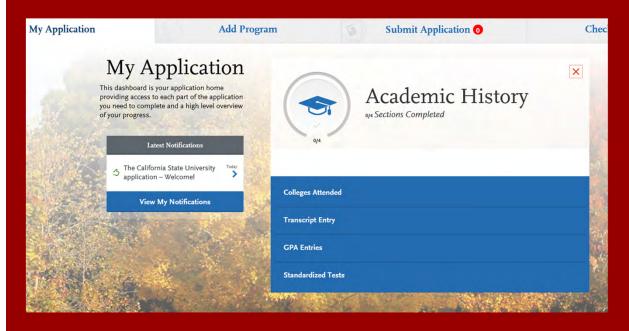
APPLICATION DASHBOARD—ACADEMIC HISTORY



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.

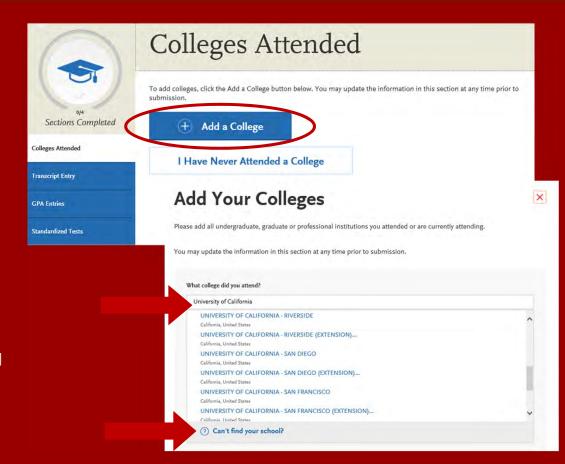
COLLEGES ATTENDED

Add a College

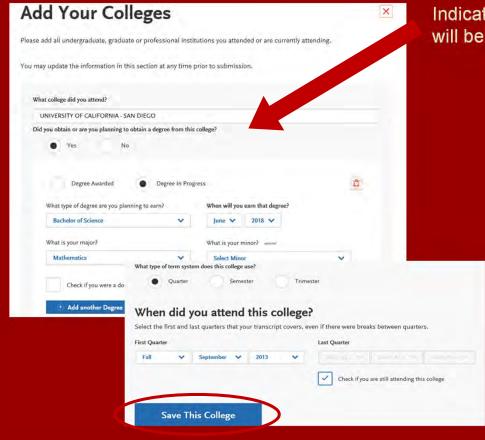
Add **all** colleges attended. For each college, enter the degree awarded or in progress, type of term system, and dates of attendance. Include international post-secondary institutions and U.S. institutions you attended that are not regionally accredited.

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.



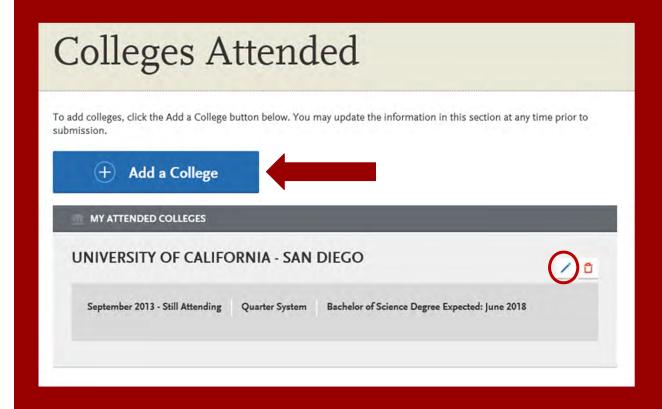
COLLEGES ATTENDED



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.

COLLEGES ATTENDED



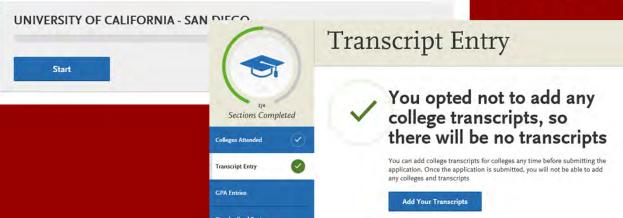
- After saving your college information, verify information is displaying correctly. If you need to edit the information, click on the blue pencil located on the right-hand side of the screen.
- Add any additional colleges you have attended. All colleges attended must be reported.

TRANSCRIPT ENTRY



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.

GPA ENTRIES

GPA Entries

Please provide your GPA information for the colleges that you have attended. You may add or update this information at any time prior to submission. The colleges that you previously entered on the "Colleges Attended" page of this application display automatically. If you need to add a new row for a college that you attended (for example, if you completed both undergraduate and graduate coursework at the same college), click the "Add GPA" button.

The GPA information required should be located directly on your transcript, usually toward the top or at the bottom. If this information is not easily identifiable or is not listed, click "Add GPA" button below, then click the "I don't have a GPA to add" link on the next page.

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 (recommended).

Save and Exit

UNIVERSITY OF CALIFORNIA - SAN DIEGO



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

UNIVERSITY OF CALIFORNIA -SAN DIEGO Transcript

Fall September 2013 - Still Attending

Enter your GPAs

Ok, great. Next let's add a GPA

I don't have a GPA to add

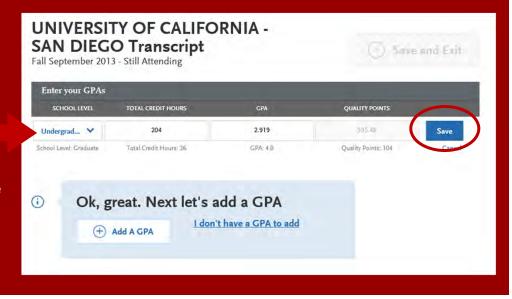
GPA ENTRIES CONTINUED



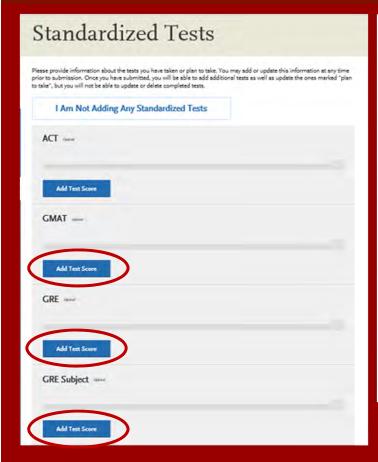
If you want to add a GPA (optional):

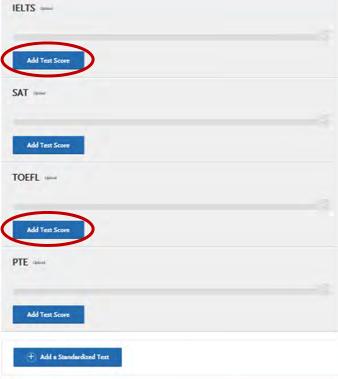
- 1. Select undergraduate, graduate, or other from the **School Level** drop-down menu
- 2. Enter **Total Credit Hours** completed
- 3. Enter **GPA**
- 4. You do not need to enter **Quality Points** since they are automatically calculated
- 5. Click on Save

If you clicked I don't have a GPA to add (recommended), then the GPA entries will appear with a green check mark.



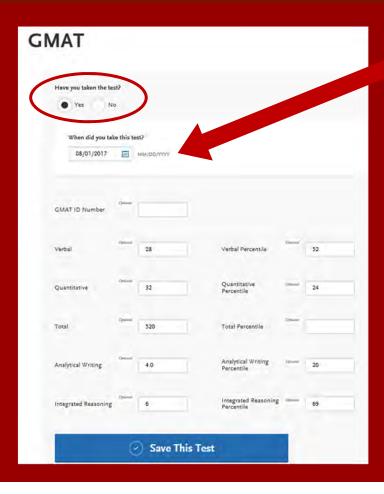
STANDARDIZED TESTS





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

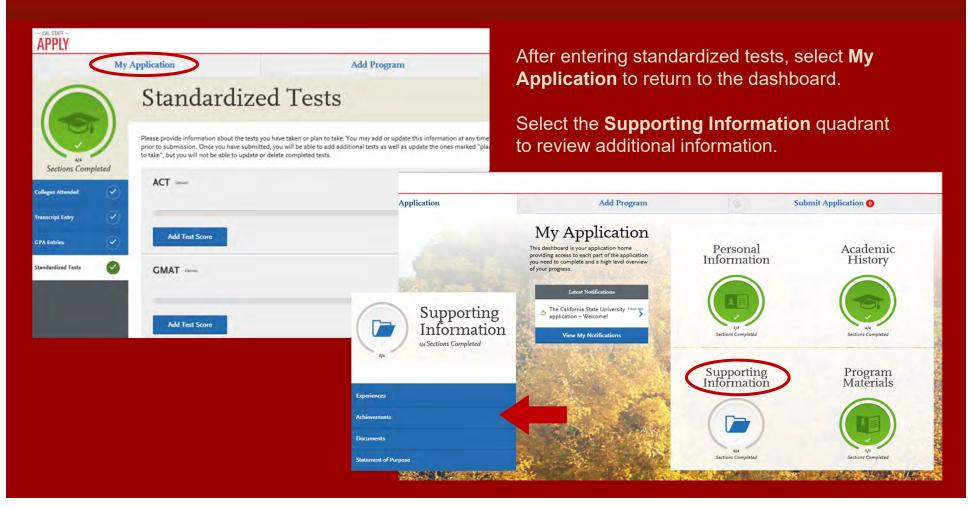
STANDARDIZED TESTS CONTINUED



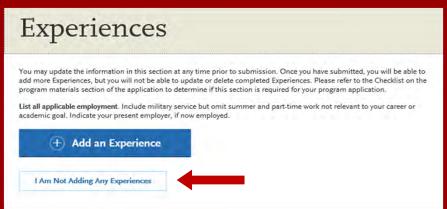
- Enter date taken and scores received if exam has been completed.
- Enter date exam will be taken if exam has not yet been completed.



APPLICATION DASHBOARD—SUPPORTING INFORMATION



SUPPORTING INFORMATION



Achievements 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. Add an Achievement I Am Not Adding Any Achievements

Adding Experiences is Optional!

Experiences include:

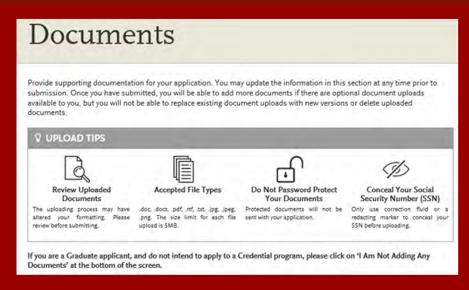
- Employment
- Internship
- Volunteer

Adding Achievements is Optional!

Achievements include:

- Awards
- Honors
- Presentations
- Publications
- Scholarships

SUPPORTING INFORMATION



Documents

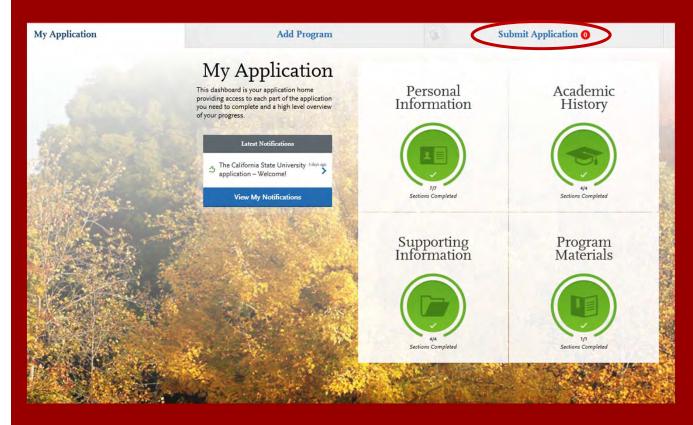
Select I Am Not Adding Any Documents at the bottom of page.



Statement of Purpose

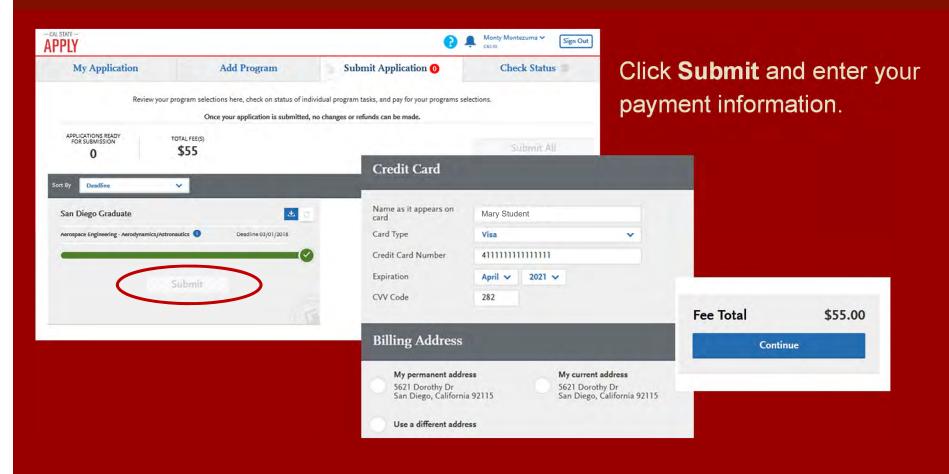
In this field, enter **Sent directly to department**. You will upload essays and statements later in the SDSU supplemental program application.

CHECK YOUR PROGRESS AND SUBMIT YOUR APPLICATION

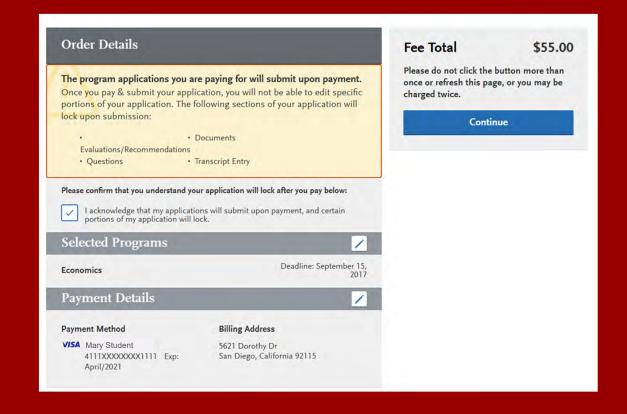


Application tab to check your progress.
Once you have reviewed your entries for accuracy and all parts of the application are complete, you are ready to submit your application with payment.

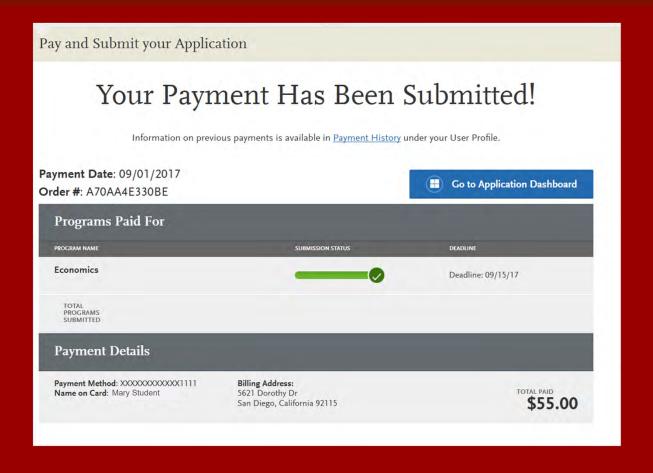
SUBMITTING YOUR PAYMENT



CONFIRM YOUR ORDER DETAILS



VIEW YOUR ORDER CONFIRMATION



ADDITIONAL SDSU RESOURCES

SDSU College of Education Graduate Admissions

http://go.sdsu.edu/education/admissions/graduate-admissions.aspx

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