

CAL STATE **APPLY**

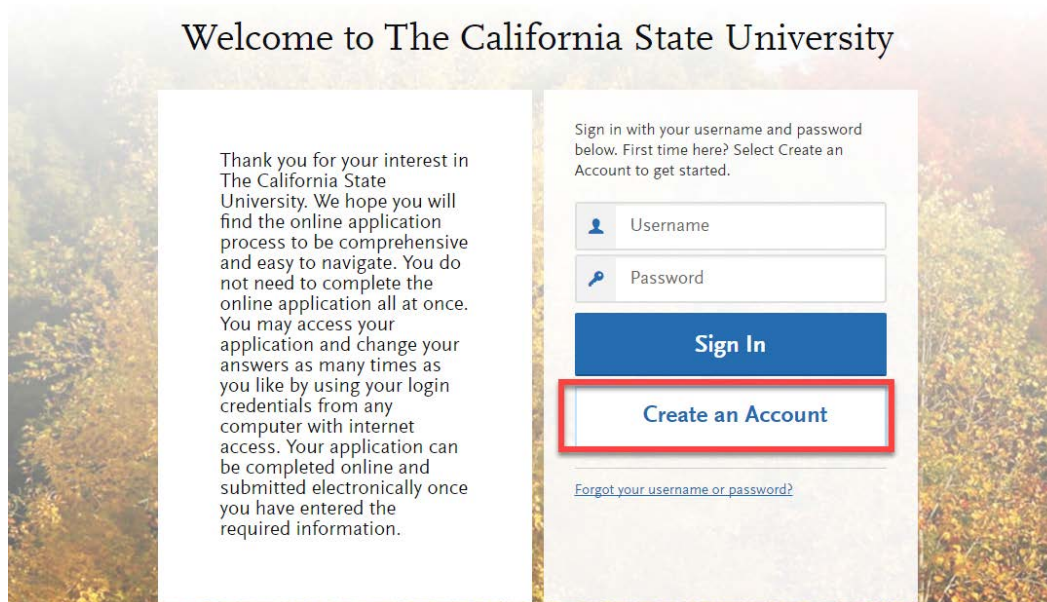
Transfer student application guide

Cal State Apply Transfer Student Application Guide

Before you begin, complete the [Transfer Student Application Checklist](#)

1.0 Step 1: Create an Account

1.1 Click the 'Create an Account' button



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.

Sign in with your username and password below. First time here? Select Create an Account to get started.

Username

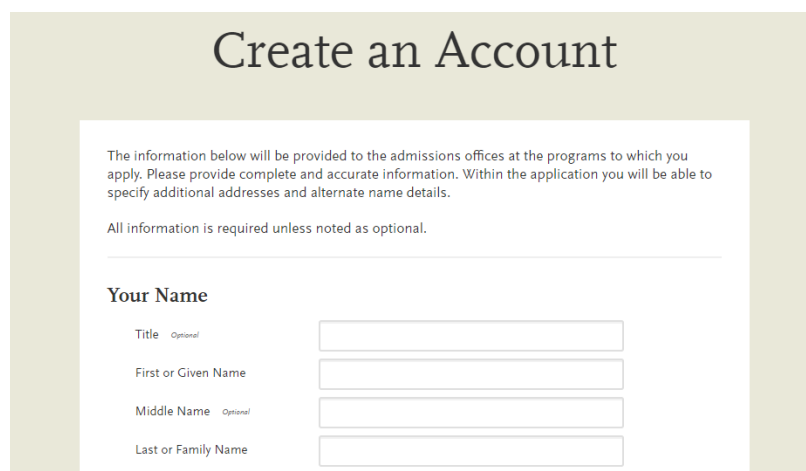
Password

Sign In

Create an Account

[Forgot your username or password?](#)

1.2 Fill out the form **All fields are required unless marked *Optional***



Create an Account

The information below will be provided to the admissions offices at the programs to which you apply. Please provide complete and accurate information. Within the application you will be able to specify additional addresses and alternate name details.

All information is required unless noted as optional.

Your Name

Title Optional

First or Given Name

Middle Name Optional

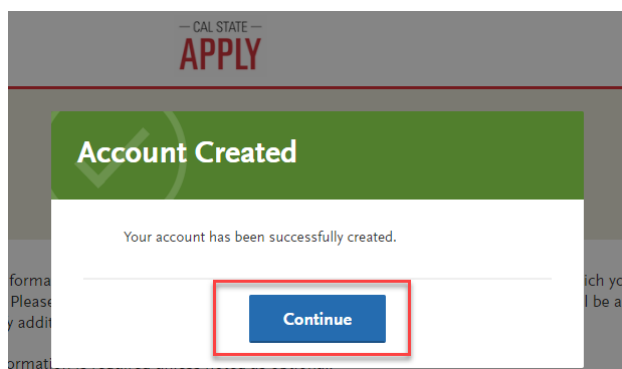
Last or Family Name

1.3 Click the 'Create my account' button

☒ I agree to these terms

Create my account

- 1.4 Select **Continue** to complete your account.



- 1.5 Fill out all Profile information and Save Changes
What you select determines the eligible programs to which you can apply.

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

☒ Undergraduate ☐ Graduate, including Credential and Certificate Programs

Which of the following best describes you?

☐ Graduating High School Senior or equivalent

☐ Transferring from an ADT-eligible Associate's Degree Program

☐ Transferring from another Undergraduate program

☐ Seeking a second Bachelor's Degree

Have you previously attended CSU

☐ Yes ☐ No

U.S. Military Status

Indicate your anticipated U.S. Military Status at time of enrollment

Select Status ▼

U.S. Citizenship Status

U.S. Citizenship Status

Select Status ▼

Transfer applicants will select Undergraduate for the level of degree

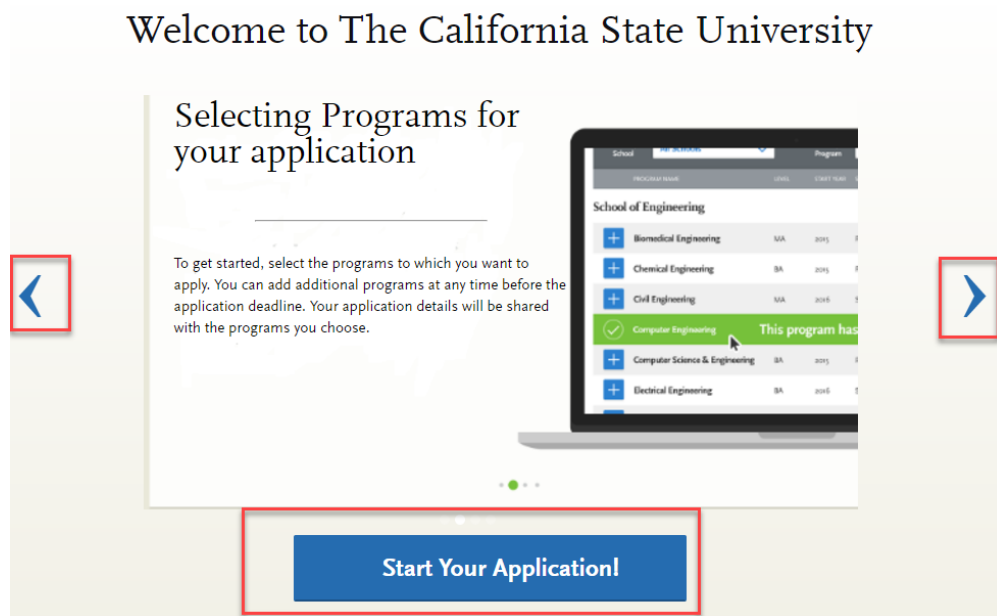
AND

Transferring from an ADT-eligible Associate's Degree Program

OR

Transferring from another undergraduate program. (non-ADT community college or four year college transfer)

- 1.6 View the welcome page notifications by selecting the arrows on the left or right of the image. Select **Start Your Application** to launch the application.



2.0 Select Programs

2.1 Use filters to find programs to which you want to apply.

Campus: Delivery Format:
Location: Source:
Show: ☒ Available Programs ☐ Past Programs ☐ Future Programs [Reset Filters](#)

DEGREE TYPE	PROGRAM NAME	DELIVERY FORMAT	LOCATION	SOURCE	TERM	DEADLINE	FEE
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Scroll down to view full list of programs by degree and major and move from page to page.

	BS	Human Services	Face to Face	Main Campus	Campus	Spring	08/31/2017
	BS	Kinesiology	Face to Face	Main Campus	Campus	Spring	08/31/2017
	BS	Mechanical Engineering	Face to Face	Main Campus	Campus	Spring	08/31/2017

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2.2 Add programs by selecting the plus icon to the left of the program. Multiple programs can be selected but must be at different campuses. One program per campus is allowed.

DEGREE TYPE	PROGRAM NAME	DELIVERY FORMAT	LOCATION	SOURCE	TERM	DEADLINE	FEE
Chico Undergraduate							
	BA	Psychology	Face to Face	Main Campus	Campus	Spring	08/31/2017
	BA	Public Administration	Face to Face	Main Campus	Campus	Spring	08/31/2017
	BA	Religious Studies	Face to Face	Main Campus	Campus	Spring	08/31/2017

A checkmark and green highlight appear when program is added. Application count and fees listed at top of page are updated.

To remove program select Undo.

Additional programs can be added or removed later, prior to the final application submission.

DEGREE TYPE	PROGRAM NAME	DELIVERY FORMAT	LOCATION	SOURCE	TERM	DEADLINE	FEE
Chico Undergraduate							
	BA	Psychology	Face to Face	Main Campus	Campus	Spring	08/31/2017

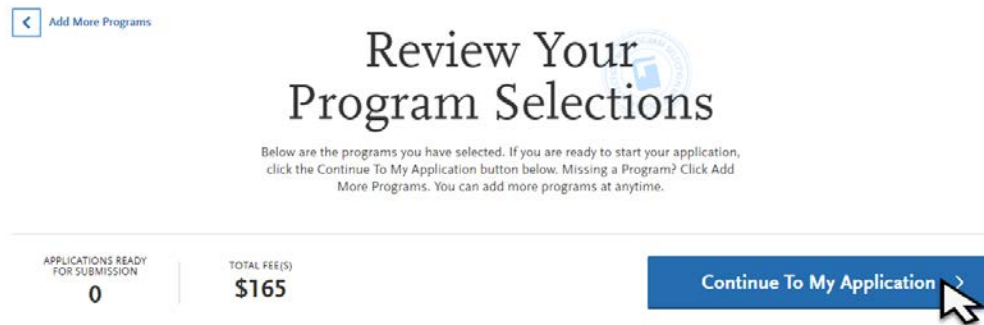
[Undo](#)

2.3 After all programs are selected click on 'I am Done, Review my Selections'

APPLICATIONS READY FOR SUBMISSION 3	TOTAL FEE(S) \$165	I am Done, Review My Selections
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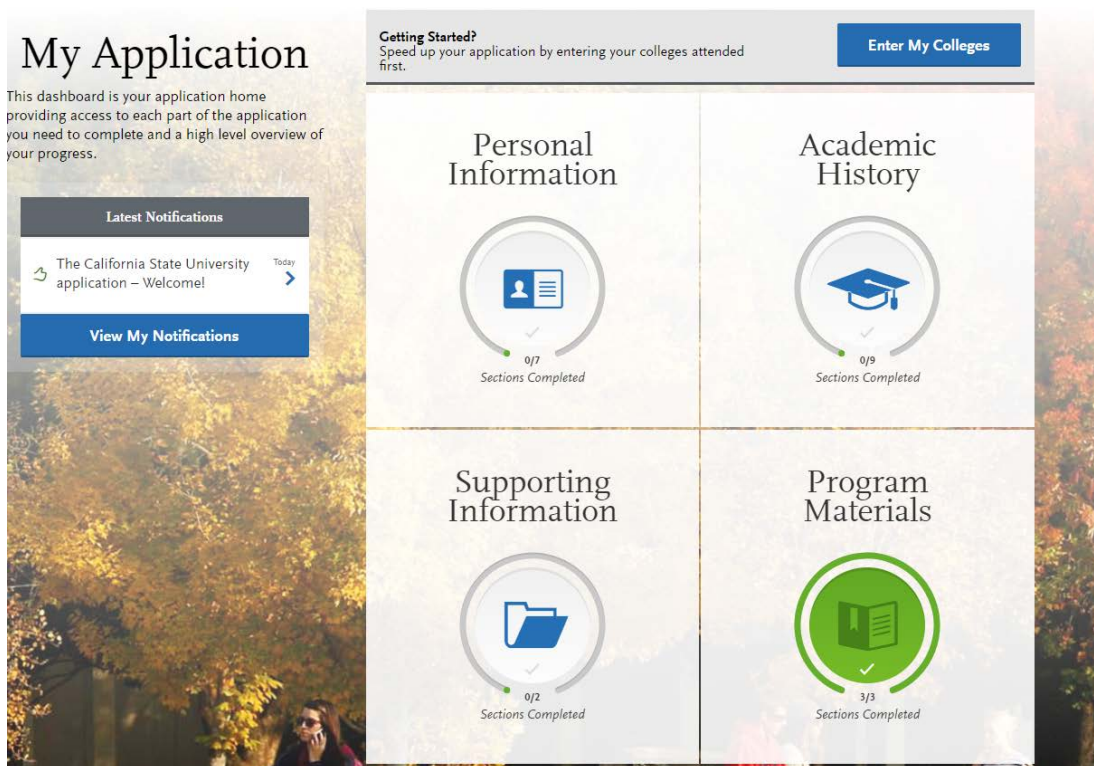
2.4 Review Your Program Selections

Verify all programs you wish to apply to are listed. Select Continue To My Application.

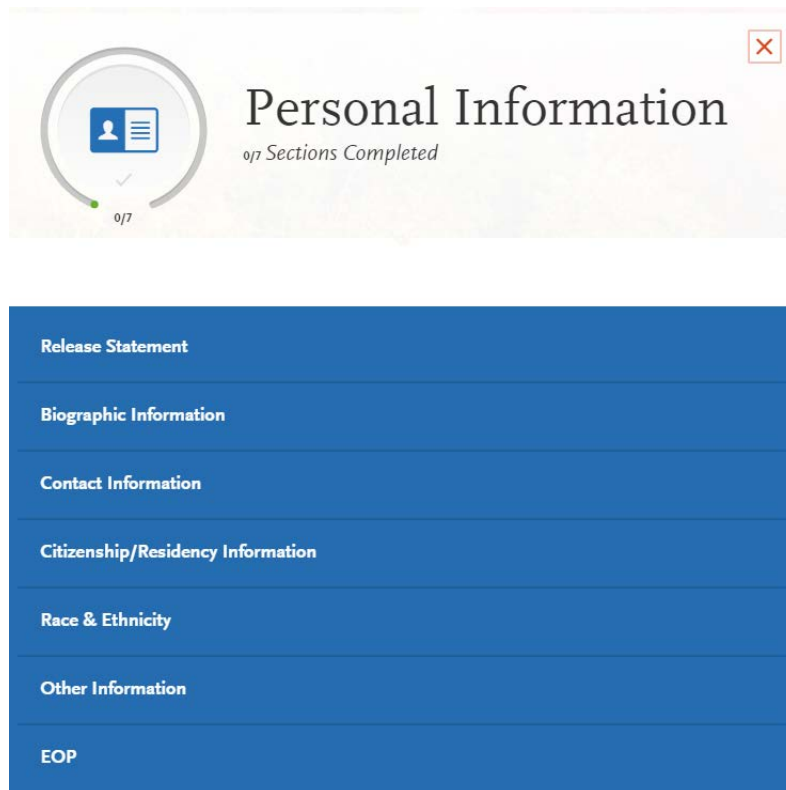


3.0 Complete the four quadrants of the application

The first three quadrants are required for all programs. The fourth quadrant, Program Materials, will appear completed if not required.



- 3.1 Select the quadrant to complete by clicking in the box. The list of tiles for each section within the quadrant are displayed.

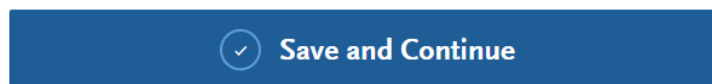


The image shows a header for the 'Personal Information' section. On the left is a circular progress indicator with a person icon and a checkmark, with '0/7' below it. To the right of the icon is the title 'Personal Information' and the text '0/7 Sections Completed'. A red 'X' icon is in the top right corner. Below the header is a vertical list of seven blue tiles: 'Release Statement', 'Biographic Information', 'Contact Information', 'Citizenship/Residency Information', 'Race & Ethnicity', 'Other Information', and 'EOP'.

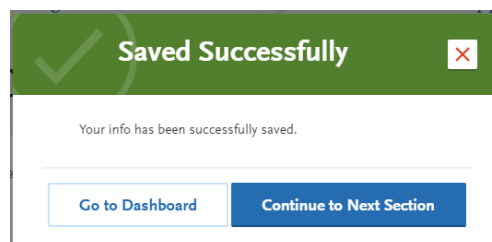
- 3.2 Open each tile and complete required questions. The Save and Continue button at bottom of each section will be grayed out until all required fields are filled.



Once all required questions are filled select Save and Continue.



A pop up box confirming Saved Successfully will appear.



- 3.3 Continue to complete the additional tiles within the quadrant. Tiles are checked off as they are completed. You can view progress towards completion to the left of the page.

Contact Information

You may update this section of the application at any time. It is a part of the application process.

Current Address

Country / Territory [Select a Country](#)

Street Address 1

Street Address 2 Optional

City

State/Province [Select a State](#)

County [Select a County](#)

Zip/Postal Code

Approximate Date through which current address is valid MM

Optional

Is this your permanent address?

☐ Yes ☒ No

- 3.4 Repeat process for all required quadrants. Once all quadrants are completed you are ready to submit application.

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

The California State University application – Welcome! Last week

[View My Notifications](#)

Personal Information

2/7 Sections Completed

Academic History

9/9 Sections Completed

Supporting Information

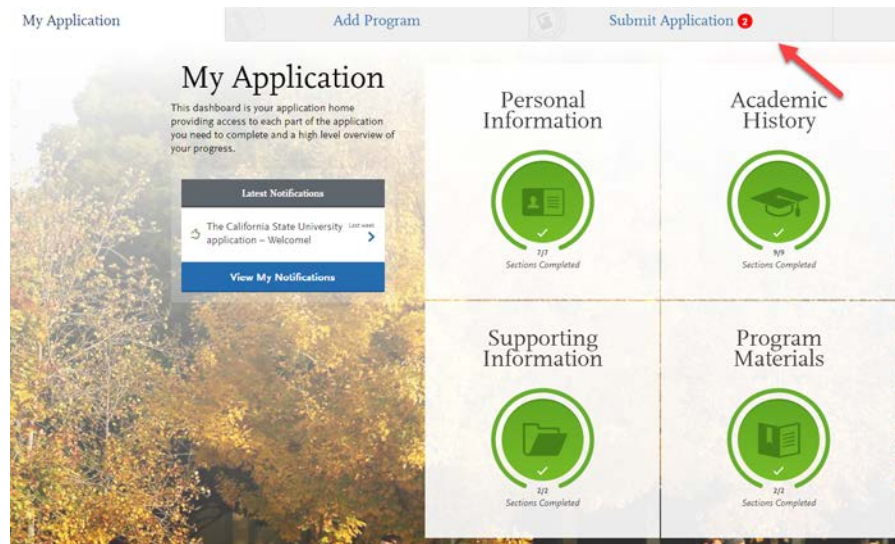
2/2 Sections Completed

Program Materials

2/2 Sections Completed

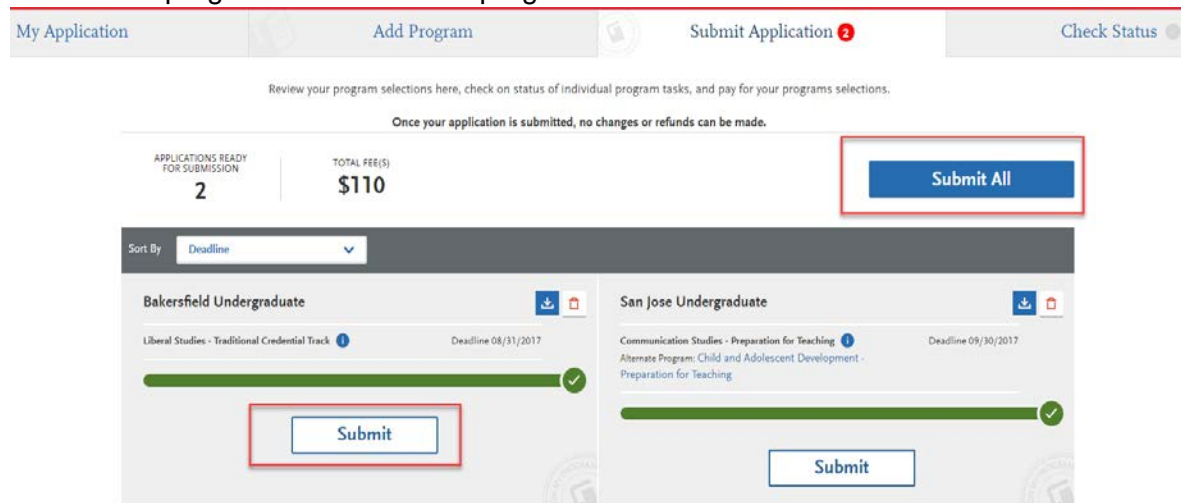
4.0 Submit your application

4.1 Select Submit Application from the top navigation bar.

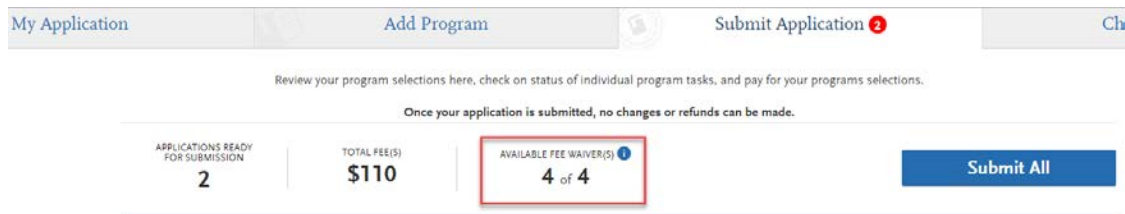


4.2 Submit applications

Select Submit All to submit applications for all programs selected or select Submit button under each program to select those programs to submit.



Fee waivers are calculated based on application responses. A maximum of four waivers per term are permitted. Approved waivers will automatically appear on the Submit Application page.



- 4.3 Pay and Submit Application
Review list of programs you want to pay for and select Continue.
To remove program select the red x.

Pay and Submit your Application



Select the Programs You Want to Pay for and Submit

Available Programs ?		Sort by	Deadline
PROGRAM NAME			DEADLINE
Bakersfield Undergraduate			
<input checked="" type="checkbox"/>	Liberal Studies - Traditional Credential Track	In-Progress	08/31/2017 <input type="button" value="X"/>
San Jose Undergraduate			
<input checked="" type="checkbox"/>	Communication Studies - Preparation for Teaching	In-Progress	09/30/2017 <input type="button" value="X"/>

Fee Total \$110.00

- 4.3.1 Enter Payment Details
Enter in credit card, confirm billing address then select Continue.



Enter Your Payment Details

Apply Coupon	Fee Total
Enter coupon supplied by the program administrator Coupon Code <input type="text"/> <input type="button" value="Apply Coupon"/>	\$110.00 <input type="button" value="Continue"/>
Credit Card	
Name as it appears on card <input type="text"/>	
Card Type <input type="button" value="Select Card Type"/>	
Credit Card Number <input type="text"/>	
Expiration <input type="button" value="Month"/> <input type="button" value="Year"/>	
CVV Code <input type="text"/>	
Billing Address	
<input type="radio"/> My permanent address 401 Golden Shore Long Beach, California 90802-4210	<input type="radio"/> My current address 401 Golden Shore Long Beach, California 90802-4210
<input type="radio"/> Use a different address	

4.3.2 Review and Pay for Your Order

Review information, check box confirming payment process then select the Continue button. Payment confirmation page follows.

Review and Pay for Your Order

Please review the order details below. Sections of your application will no longer be editable after you pay and submit. You are required to review the details and acknowledge your understanding as part of the submission process.

Order Details	
<p>The program applications you are paying for will submit upon payment.</p> <p>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:</p> <ul style="list-style-type: none">Evaluations/RecommendationsDocumentsQuestionsTranscript Entry	
<p>Please confirm that you understand your application will lock after you pay below:</p> <div><input checked="" type="checkbox"/> I acknowledge that my applications will submit upon payment, and certain portions of my application will lock.</div>	
Selected Programs	
Liberal Studies - Traditional Credential Track	Deadline: August 31, 2017
Communication Studies - Preparation for Teaching	Deadline: September 30, 2017
Payment Details	
Payment Method	Billing Address
VISA Joe Transfer Student 4111XXXXXXXXX1111 Exp: January/2019	401 Golden Shore Long Beach, California 90802-4210

Fee Total **\$110.00**

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

Continue

Common Mistakes to Avoid

- Using the back arrow before completing and saving a section
- Incorrect biographical information
 - Name, birthdate, citizenship, address
 - Indicate all names
- Incomplete education history / missing academic records
- Not reading or responding to CSU application related emails