



SAN DIEGO STATE  
UNIVERSITY

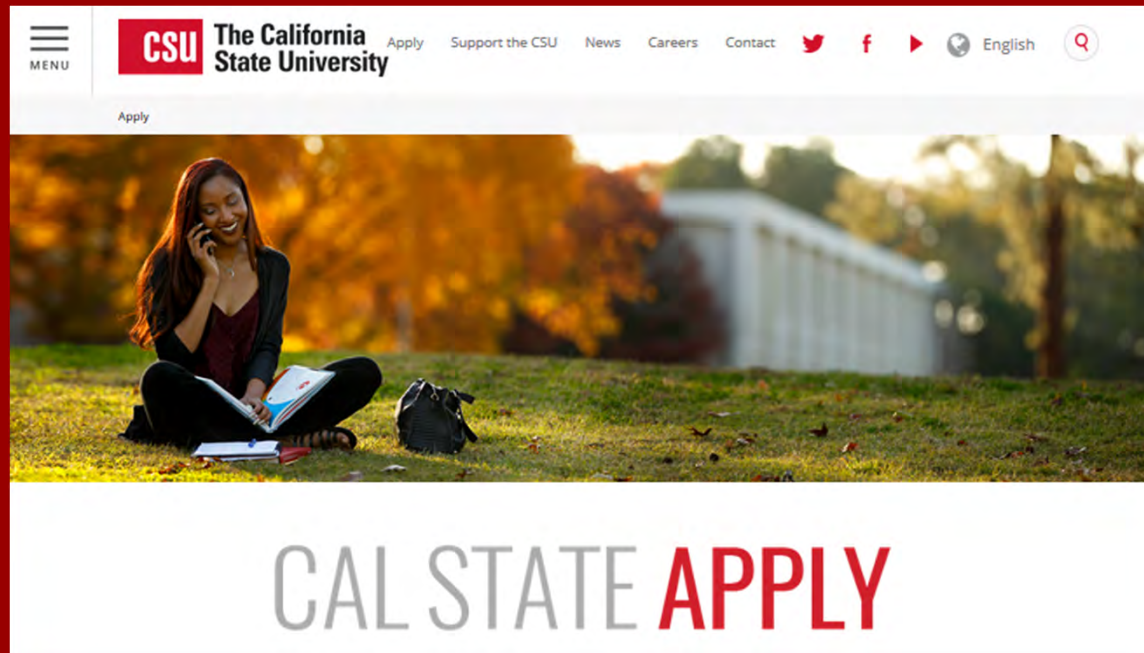
Fall 2018

SDSU Graduate Application

Featuring Cal State Apply

Online MA in Education, Concentration in Counseling

# CAL STATE APPLY—The new way to apply to SDSU



[www.calstate.edu/apply](http://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.

**APPLY NOW**

Already started your application? [Sign in »](#)

[See Application Dates & Deadlines »](#)

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

Freshman

Transfer

Graduate

International

Teaching  
Credential

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

— CAL STATE —  
**APPLY**


## 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.

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?](#)



# CREATE AN ACCOUNT

## Create an Account

The information below will be provided to the admissions office to which you apply. Please provide complete and accurate information. In your application you will be able to specify additional address details.

All information is required unless noted as optional.

### Your Name

Title Optional

First or Given Name

Middle Name Optional

Last or Family Name

Suffix Optional

Display Name Optional

Mary

Student

Mary Student

### Contact Information

Email Address  Work

Confirm Email Address

Preferred Phone Number  Cell

Alternate Phone Number  Cell

### Text Notifications

I authorize text messages to my cell phone number above and accept responsibility for any charges incurred.

### Username and Password

Your username must be at least 6 characters. Your password must be at least 8 characters and contain at least one letter and one number or special character.

Username

Password  Strong

Confirm Password

Security Question

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**.

### Terms and Conditions

#### Terms of Use

These Terms of Use constitute an agreement ("Agreement") between you and Liaison International, Inc. (the "Company"), the owner of the website located at [www.liaisonintl.com](http://www.liaisonintl.com) (the "Site"). Your use of the Site and/or the services...

I agree to these terms

**Create my account**

### Account Created

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?

Undergraduate  Graduate, including Credential and Certificate Programs

Type of degree

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

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

Yes  No

- 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)

The image shows a screenshot of a web form with two main sections: "U.S. Military Status" and "U.S. Citizenship Status".

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

**U.S. Citizenship Status**  
U.S. Citizenship Status

Below the "U.S. Military Status" section is a "Save Changes" button.

Below the "U.S. Citizenship Status" section is a "Save Changes" button.

The "U.S. Military Status" dropdown menu is open, showing the following options: On Active Duty, Veteran, Member of National Guard, Member of Reserve, Military Dependent, and Not a Member of the Military.

The "U.S. Citizenship Status" dropdown menu is open, showing the following options: U.S. Citizen, Permanent U.S. Resident, Temporary U.S. Resident, Non Resident, and None.



# START YOUR APPLICATION

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.

# SELECTING YOUR PROGRAM

Use the drop-down menus to select:

- Campus: **San Diego State**
- Location: **Main Campus**
- Delivery Format: **Hybrid**
- Start Term: **Fall**

The screenshot shows a filter interface with four drop-down menus: Campus (San Diego State), Location (Main Campus), Delivery Format (Hybrid), and Start Term (Fall). Below these are three toggle switches: 'Show Available Programs' (checked), 'Past Programs' (unchecked), and 'Future Programs' (unchecked). A 'Reset Filters' button is on the right. At the bottom, a table header lists columns: PROGRAM NAME, DEGREE TYPE, DELIVERY FORMAT, LOCATION, SOURCE, TERM, and DEADLINE (PDT).

PROGRAM NAME	DEGREE TYPE	DELIVERY FORMAT	LOCATION	SOURCE	TERM	DEADLINE (PDT)
--------------	-------------	-----------------	----------	--------	------	----------------

# SELECTING YOUR PROGRAM

APPLICATIONS READY FOR SUBMISSION: 1

TOTAL FEE(S): \$55

[I am Done, Review My Selections](#)

Campus: San Diego State

Location: Main Campus

Delivery Format: Hybrid

Start Term: Fall

Show  Available Programs  Past Programs  Future Programs [Reset Filters](#)

PROGRAM NAME	DEGREE TYPE	DELIVERY FORMAT	LOCATION	SOURCE	TERM	DEADLINE (PDT)
<input checked="" type="checkbox"/> Education - Counseling	MA	Hybrid	Main Campus	Campus	Fall	03/01/2018

Click on the plus sign on the left-hand side of **Education-Counseling**.  
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

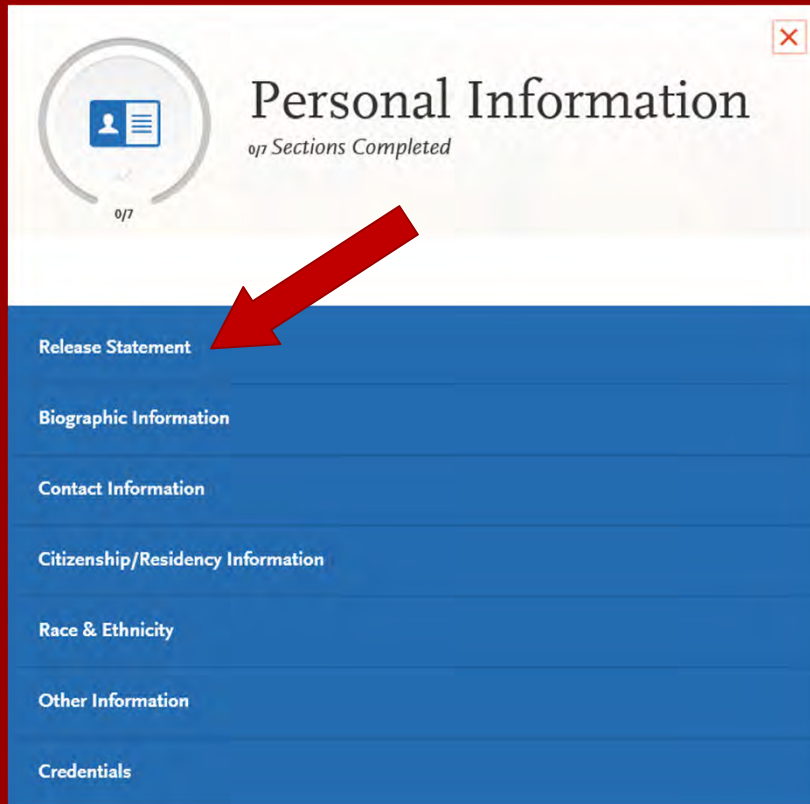
The screenshot displays the 'My Application' dashboard. At the top left, the title 'My Application' is followed by a welcome message: 'This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.' Below this is a 'Latest Notifications' section with a notification for 'The California State University application - Welcome!' dated 'Today' and a 'View My Notifications' button. On the right, a 'Getting Started?' section prompts the user to 'Enter My Colleges' to speed up the application. The main area features four progress cards: 'Personal Information' (0/8 Sections Completed), 'Academic History' (0/9 Sections Completed), 'Supporting Information' (0/2 Sections Completed), and 'Program Materials' (1/1 Sections Completed). Each card includes an icon representing the section and a progress indicator.

# PERSONAL INFORMATION

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

The screenshot shows the 'My Application' dashboard. At the top left, the title 'My Application' is displayed. Below it, a message reads: '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.' To the right of this message is a 'Getting Started?' section with the text 'Speed up your application by entering your colleges attended first.' and a blue button labeled 'Enter My Colleges'. On the left side, there is a 'Latest Notifications' section with a notification for 'The California State University application - Welcome!' and a 'View My Notifications' button. The main area of the dashboard is divided into four quadrants: 'Personal Information' (0/8 Sections Completed), 'Academic History' (0/9 Sections Completed), 'Supporting Information' (0/2 Sections Completed), and 'Program Materials' (1/1 Sections Completed). The 'Personal Information' quadrant is circled in red, and a red arrow points from the notification area towards it.

# PERSONAL INFORMATION



The screenshot shows a web form titled "Personal Information" with a progress indicator "0/7 Sections Completed". A red arrow points to the "Release Statement" section, which is the first item in a list of sections. The sections listed are: Release Statement, Biographic Information, Contact Information, Citizenship/Residency Information, Race & Ethnicity, Other Information, and Credentials.

Section Name
Release Statement
Biographic Information
Contact Information
Citizenship/Residency Information
Race & Ethnicity
Other Information
Credentials

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

# RELEASE STATEMENT

The screenshot shows a web form titled "Release Statement" with a sidebar on the left containing navigation links: "Release Statement", "Biographic Information", "Contact Information", "Citizenship/Residency Information", "Race & Ethnicity", "Parent/Guardian Information", "Other Information", and "Educational Opportunity Program (EOP)". The main content area is divided into three sections:

- Release Statement:** Includes a "CERTIFICATION" section with a paragraph of text and a checked checkbox: "Your certification of this statement serves the same purpose as a legal signature, and is binding."
- Release of Contact Information:** Includes a paragraph of text and a checked checkbox: "Check box to Acknowledge".
- Additional Information Release:** Includes a paragraph of text and a checked checkbox: "Check box to Acknowledge".


At the bottom of the form is a blue button labeled "Save and Continue". A red arrow points to this button from the right. Red ovals highlight the checkboxes in the Certification, Release of Contact Information, and Additional Information Release sections.

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

My Application      Add Program      Submit Application 0



0/7  
Sections Completed

## Biographic Information

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
- Biographic Information
- Contact Information
- Citizenship/Residency Information
- Race & Ethnicity
- Other Information
- Credentials

### Your Name

To make changes to your name, go to the [Profile Section](#)

First or Given Name	<input type="text" value="Mary"/>
Middle Name	<input type="text"/>
Last or Family Name	<input type="text" value="Student"/>
Suffix	<input type="text"/>

### Alternate Name

Do you have any materials under another name (for example a maiden name, middle name or nickname)?

Yes     No

### Preferred Name

Do you have a name (first, middle) that you commonly use that differs from your legal name?

Yes     No

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

**Citizenship/Residency Information**

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

9/7 Sections Completed

**United States Citizenship Details**

U.S. Citizenship Status:

Country of Citizenship:

Do you have dual citizenship?  Yes  No

**Visa Information**

Do you have a U.S. Visa?  Yes  No

**Residency**

What U.S. State/Possession do you regard as your permanent home?

[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:** 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)

# RACE AND ETHNICITY

**Race & Ethnicity**

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

**Ethnicity**

With regard to your ethnicity, do you consider yourself Hispanic or Latino?

Select your Ethnicity

**Race**

Regardless of your answer to the question above, please select below one or more of the following groups in which you consider yourself a member.

- American Indian or Alaska Native
- Asian
- Native Hawaiian or other Pacific Islander
- Black or African American
- White
- Decline to State
- None of the above

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

My Application Add Program Submit

## Other Information

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

9/7 Sections Completed

- Release Statement
- Biographic Information
- Contact Information
- Citizenship/Residency Information
- Race & Ethnicity
- Other Information
- Credentials

### Social Security Number

Your designated programs may require your SSN for institutional or federal financial aid forms.

SSN

If you have qualified for Deferred Action for Childhood Arrivals (DACA) from the United States Citizenship and Immigration Services and subsequently been issued a Social Security Number, please enter the number below. If you do not have a Social Security number at the time you file the application, you may leave the item blank and the campus will assign a temporary number. However, you should obtain a Social Security number, unless you are prohibited by law from doing so, and submit it to the university by the time you begin enrollment. Failure to furnish your correct Social Security number may result in the imposition of a penalty by the Internal Revenue Service.

If you have a U.S. Social Security number you are required to include it on admission application forms to all CSU campuses pursuant to Section 41201, Title 5, Code of California Regulations and Section 6109 of the Internal Revenue Code. CSU campuses may use the Social Security number to identify your student records maintained in your association with the campus and, if needed, to help collect debts owed the university.

Also, the Internal Revenue Service requires the university to file information returns that include the student's Social Security number and other information, such as the amount paid for qualified tuition, related expenses, and interest on educational loans. That information is used to help determine whether you, or a person claiming you as a dependent, may take a credit or deduction to reduce federal income taxes. Failure to comply with this requirement may result in a \$50 penalty, assessed by the IRS under Section 6723. In addition, this information is utilized to match your application to academic records, financial aid applications, and other documents.

### Language Proficiency

What is your Native Language?

Select Language

+ Add Another Language

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

**Credentials**

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

0/7 Sections Completed

Release Statement

Biographic Information

Contact Information

Citizenship/Residency Information

Race & Ethnicity

Other Information

Credentials

**Teacher or Other Education Credential Information for Graduate Applicants**

Select your interest in obtaining your teacher or other educational credential

Not interested in a credential program

Save and Continue

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

**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! Yesterday

[View My Notifications](#)

**Getting Started?**  
Speed up your application by entering your colleges attended first.

[Enter My Colleges](#)

**Personal Information**  
8/8 Sections Completed

**Academic History**  
0/9 Sections Completed

**Supporting Information**  
0/2 Sections Completed

**Program Materials**  
1/1 Sections Completed

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

The screenshot shows a web application interface for 'My Application'. At the top, there are navigation buttons: 'My Application', 'Add Program', 'Submit Application' (with a red notification icon), and 'Check'. The main content area is titled 'My Application' and includes a sub-header 'Academic History' with a progress indicator '0/4 Sections Completed'. Below this, there are four blue buttons: 'Colleges Attended', 'Transcript Entry', 'GPA Entries', and 'Standardized Tests'. On the left, there is a 'Latest Notifications' section with a notification from 'The California State University application - Welcome!' and a 'View My Notifications' button.

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.

The screenshot displays the 'Colleges Attended' section of a web application. On the left sidebar, 'Colleges Attended' is selected, with other options like 'Transcript Entry', 'GPA Entries', and 'Standardized Tests'. The main content area has a header 'Colleges Attended' and a sub-header 'Add Your Colleges'. A blue button with a plus sign and the text 'Add a College' is circled in red. Below it is a button that says 'I Have Never Attended a College'. The search results for 'University of California' are shown in a scrollable list, with 'Can't find your school?' at the bottom. Two red arrows point from the text on the left to the search results and the 'Can't find your school?' option.

9/4 Sections Completed

To add colleges, click the Add a College button below. You may update the information in this section at any time prior to submission.

+ Add a College

I Have Never Attended a College

### Add Your Colleges

Please add all undergraduate, graduate or professional institutions you attended or are currently attending.

You may update the information in this section at any time prior to submission.

What college did you attend?

University of California

- UNIVERSITY OF CALIFORNIA - RIVERSIDE  
California, United States
- UNIVERSITY OF CALIFORNIA - RIVERSIDE (EXTENSION)...
- California, United States
- UNIVERSITY OF CALIFORNIA - SAN DIEGO  
California, United States
- UNIVERSITY OF CALIFORNIA - SAN DIEGO (EXTENSION)...
- California, United States
- UNIVERSITY OF CALIFORNIA - SAN FRANCISCO  
California, United States
- UNIVERSITY OF CALIFORNIA - SAN FRANCISCO (EXTENSION)...
- California, United States

Can't find your school?

# COLLEGES ATTENDED

**Add Your Colleges**

Please add all undergraduate, graduate or professional institutions you attended or are currently attending.

You may update the information in this section at any time prior to submission.

What college did you attend?  
UNIVERSITY OF CALIFORNIA - SAN DIEGO

Did you obtain or are you planning to obtain a degree from this college?  
 Yes  No

Degree Awarded  Degree In Progress

What type of degree are you planning to earn?  
Bachelor of Science

When will you earn that degree?  
June 2018

What is your major?  
Mathematics

What is your minor?  
Select Minor

What type of term system does this college use?  
 Check if you were a do...  Quarter  Semester  Trimester

[+ Add another Degree](#)

**When did you attend this college?**  
Select the first and last quarters that your transcript covers, even if there were breaks between quarters.

First Quarter: Fall, September, 2013  
Last Quarter: [dropdown], [dropdown], [dropdown]

Check if you are still attending this college

**Save This College**

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

## Colleges Attended

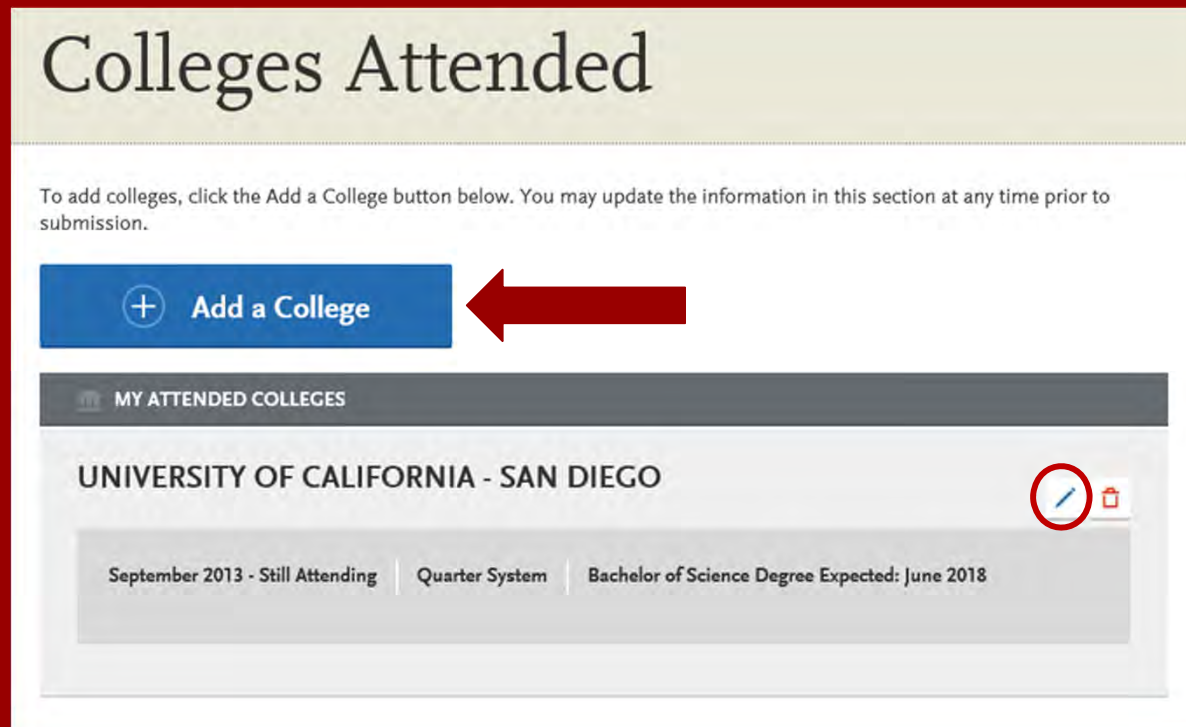
To add colleges, click the Add a College button below. You may update the information in this section at any time prior to submission.

[+ Add a College](#)

**MY ATTENDED COLLEGES**

**UNIVERSITY OF CALIFORNIA - SAN DIEGO**

September 2013 - Still Attending | Quarter System | Bachelor of Science Degree Expected: June 2018



- 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

## 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 these 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](#)

UNIVERSITY OF CALIFORNIA - SAN DIEGO

Start

### Transcript Entry

 **You opted not to add any college transcripts, so there will be no transcripts**

You can add college transcripts for colleges any time before submitting the application. Once the application is submitted, you will not be able to add any colleges and transcripts

[Add Your Transcripts](#)

2/4  
Sections Completed

- Colleges Attended ✓
- Transcript Entry ✓
- CPA Entries
- Standardized Tests

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.

UNIVERSITY OF CALIFORNIA - SAN DIEGO

Add GPA

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 (recommended)**.

UNIVERSITY OF CALIFORNIA -  
SAN DIEGO Transcript

Fall September 2013 - Still Attending

Save and Exit

Enter your GPAs



Ok, great. Next let's add a GPA

+ Add A GPA

I don't have a GPA to add

# GPA ENTRIES CONTINUED

## 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.

UNIVERSITY OF CALIFORNIA - SAN DIEGO

Edit

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

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**

## UNIVERSITY OF CALIFORNIA - SAN DIEGO Transcript

Fall September 2013 - Still Attending

Save and Exit

Enter your GPAs

SCHOOL LEVEL	TOTAL CREDIT HOURS	GPA	QUALITY POINTS
Undergrad... 	204	2.919	595.48
School Level: Graduate	Total Credit Hours: 26	GPA: 4.0	Quality Points: 104

Save



Ok, great. Next let's add a GPA



Add A GPA

[I don't have a GPA to add](#)

# 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 ones marked "plan to take", but you will not be able to update or delete completed tests.

[I Am Not Adding Any Standardized Tests](#)

**ACT** (Optional)

[Add Test Score](#)

**GMAT** (Optional)

[Add Test Score](#)

**GRE** (Optional)

[Add Test Score](#)

**GRE Subject** (Optional)

[Add Test Score](#)

**IELTS** (Optional)

[Add Test Score](#)

**SAT** (Optional)

[Add Test Score](#)

**TOEFL** (Optional)

[Add Test Score](#)

**PTE** (Optional)

[Add Test Score](#)

[+ Add a Standardized Test](#)

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

# STANDARDIZED TESTS CONTINUED

## GMAT

Have you taken the test?  
 Yes  No

When did you take this test?  
08/01/2017 MM/DD/YYYY

GMAT ID Number

Verbal	<input type="text" value="28"/>	Verbal Percentile	<input type="text" value="52"/>
Quantitative	<input type="text" value="32"/>	Quantitative Percentile	<input type="text" value="24"/>
Total	<input type="text" value="520"/>	Total Percentile	<input type="text"/>
Analytical Writing	<input type="text" value="4.0"/>	Analytical Writing Percentile	<input type="text" value="20"/>
Integrated Reasoning	<input type="text" value="6"/>	Integrated Reasoning Percentile	<input type="text" value="69"/>

Save This Test

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

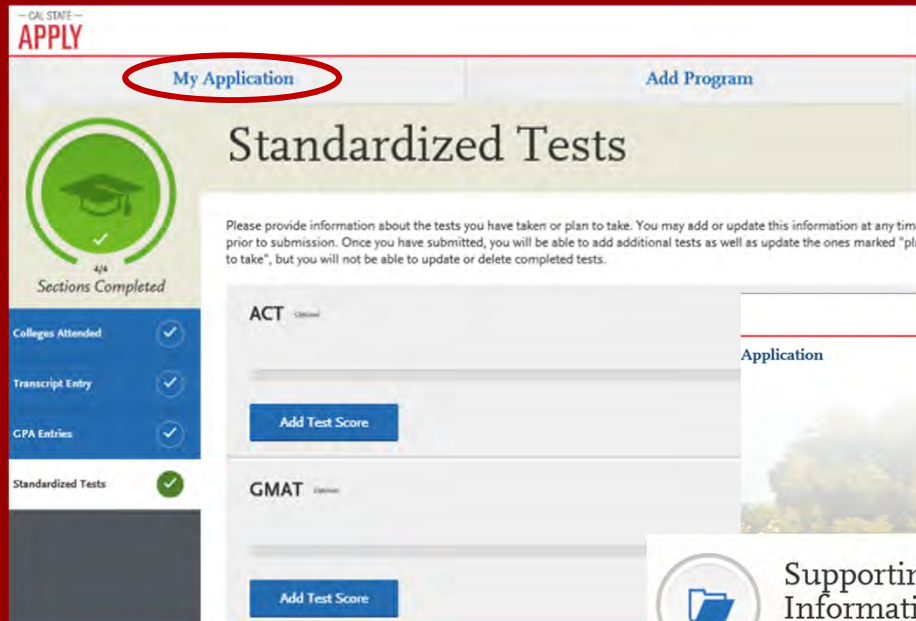
## TOEFL

Have you taken the test?  
 Yes  No

When do you plan to take this test?  
11/01/2017 MM/DD/YYYY

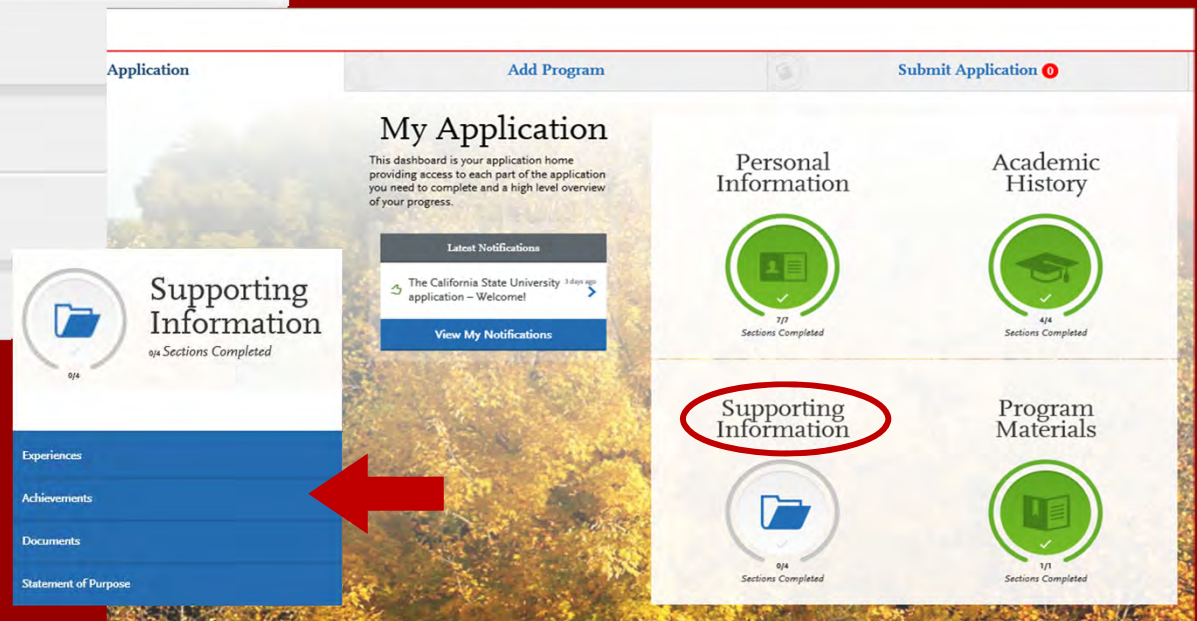
Save This Test

# APPLICATION DASHBOARD—SUPPORTING INFORMATION



After entering standardized tests, select **My Application** to return to the dashboard.

Select the **Supporting Information** quadrant to review additional information.



# SUPPORTING INFORMATION

## Experiences

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.

+ Add an Experience

I Am Not Adding Any Experiences



**Adding Experiences is Optional!**

**Experiences include:**

- Employment
- Internship
- Volunteer

## 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 Achievements is Optional!**

**Achievements include:**

- Awards
- Honors
- Presentations
- Publications
- Scholarships



# SUPPORTING INFORMATION

## Documents

Provide supporting documentation for your application. 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 documents if there are optional document uploads available to you, but you will not be able to replace existing document uploads with new versions or delete uploaded documents.

### UPLOAD TIPS



#### Review Uploaded Documents

The uploading process may have altered your formatting. Please review before submitting.



#### Accepted File Types

.doc, .docx, .pdf, .rtf, .txt, .jpg, .jpeg, .png. The size limit for each file upload is 5MB.



#### Do Not Password Protect Your Documents

Protected documents will not be sent with your application.



#### Conceal Your Social Security Number (SSN)

Only use correction fluid or a redacting marker to conceal your SSN before uploading.

If you are a Graduate applicant, and do not intend to apply to a Credential program, please click on 'I Am Not Adding Any Documents' at the bottom of the screen.

## Documents

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

## 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.]

28/2700



Save and Continue

## 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

The screenshot displays the 'My Application' dashboard. At the top, there are navigation tabs: 'My Application', 'Add Program', and 'Submit Application' (which is circled in red). The main content area is titled 'My Application' and includes a brief description: '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.' Below this is a 'Latest Notifications' section with a notification from 'The California State University application - Welcome!' dated '3 days ago' and a 'View My Notifications' button. The dashboard is divided into four quadrants, each with a green circular progress indicator and a checkmark:

- Personal Information:** 7/7 Sections Completed
- Academic History:** 4/4 Sections Completed
- Supporting Information:** 4/4 Sections Completed
- Program Materials:** 1/1 Sections Completed

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.

CAL STATE  
**APPLY**

Monty Montezuma  
CAS ID

Sign Out

My Application | Add Program | **Submit Application** | Check Status

Review your program selections here, check on status of individual program tasks, and pay for your programs selections.

Once your application is submitted, no changes or refunds can be made.

APPLICATIONS READY FOR SUBMISSION: 0 | TOTAL FEE(S): \$55

Submit All

Sort By: Deadline

San Diego Graduate

Aerospace Engineering - Aerodynamics/Astronautics | Deadline 03/01/2018

Submit

### Credit Card

Name as it appears on card: Mary Student

Card Type: Visa

Credit Card Number: 4111111111111111

Expiration: April 2021

CVV Code: 282

### Billing Address

My permanent address  
5621 Dorothy Dr  
San Diego, California 92115



My current address  
5621 Dorothy Dr  
San Diego, California 92115

Use a different address

Fee Total: \$55.00

Continue

# CONFIRM YOUR ORDER DETAILS

<b>Order Details</b>	<b>Fee Total</b> <b>\$55.00</b>
<p>The program applications you are paying for will submit upon payment. Once you pay &amp; 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"><li>• Documents</li><li>• Evaluations/Recommendations</li><li>• Questions</li><li>• Transcript Entry</li></ul>	<p>Please do not click the button more than once or refresh this page, or you may be charged twice.</p> <p><a href="#">Continue</a></p>
<p>Please confirm that you understand your application will lock after you pay below:</p> <p><input checked="" type="checkbox"/> I acknowledge that my applications will submit upon payment, and certain portions of my application will lock.</p>	
<b>Selected Programs</b> 	
<b>Economics</b> <span style="float: right;">Deadline: September 15, 2017</span>	
<b>Payment Details</b> 	
<b>Payment Method</b> <b>VISA</b> Mary Student 4111XXXXXXXXX1111 Exp: April/2021	<b>Billing Address</b> 5621 Dorothy Dr San Diego, California 92115

# VIEW YOUR ORDER CONFIRMATION

Pay and Submit your Application

## 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

 Go to Application Dashboard

### Programs Paid For

PROGRAM NAME	SUBMISSION STATUS	DEADLINE
Economics		Deadline: 09/15/17

TOTAL  
PROGRAMS  
SUBMITTED

### Payment Details

**Payment Method:** XXXXXXXXXXXX1111  
**Name on Card:** Mary Student

**Billing Address:**  
5621 Dorothy Dr  
San Diego, California 92115

TOTAL PAID  
**\$55.00**

# 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](http://www.sdsu.edu/admissions/graduate)

## **SDSU Admission Online Application**

[www.calstate.edu/apply](http://www.calstate.edu/apply)

## **SDSU WebPortal Application Status Check**

[www.sdsu.edu/portal](http://www.sdsu.edu/portal)

## **SDSU Graduate Bulletin**

[www.sdsu.edu/graduatebulletin](http://www.sdsu.edu/graduatebulletin)

## **Graduate and Research Affairs**

[gra.sdsu.edu/gra](http://gra.sdsu.edu/gra)

## **CSU Admission Information (23 Campuses)**

[www.calstate.edu](http://www.calstate.edu)

## **SDSU Housing Information**

[www.sdsu.edu/housing](http://www.sdsu.edu/housing)

## **SDSU Financial Aid**

[www.sdsu.edu/financialaid](http://www.sdsu.edu/financialaid)

## **SDSU Scholarships**

[www.sdsu.edu/scholarship](http://www.sdsu.edu/scholarship)