The CSU Application Workshop is designed to assist you with the application process. Read each page of the online application carefully! **You are to complete as much of the application as you can BEFORE attending the workshop.**

We recommend bringing a copy of your updated SEP.

***YOU MUST HAVE COMPLETED THE TRANSCRIPT ENTRY BEFORE THE WORKSHOP***

***APPLY OCTOBER 1 - NOVEMBER 30***

**Username and Password**

for your CSU Application account

- Log on to www.calstate.edu/apply
- Click “Apply Now”
- Click “Create an Account”
- Fill out personal information requested
- Click “Create My Account”

USERNAME: ____________________________________
PASSWORD: ____________________________________
EMAIL: _________________________________________

**Application Steps**

Complete as many of the sections as possible. Please **SAVE** each section as you complete them.

**Complete Your Profile**

- You are an undergraduate.

- Select “Transferring with an Associate Degree for Transfer (AA-T, AS-T) from a California Community College”. Put in college. Put ADT Program/Major

**OR**

- Select “Transferring from a California community college or from another two-year or four-year institution”. Select “Greater than or equal to 60 semesters or 90 quarter hours (equivalent to Junior or higher)

- Answer remaining 3 questions.
Start Your Application!

Select the Programs to Which You Want to Apply

- Select your campus(es) and majors

CAUTION: You may have the option of the main campus and alternate campuses for the CSU you selected.

- Click “I am Done, Review My Selections” at top right corner of page.

- Once you have reviewed your program selections, click “Continue To My Application”.

Personal Information

- Click on the “Personal Information” box and complete.

- Be sure that income information in this section is accurate as this is what they use to qualify you for application fee waivers.

Academic History

- List all high school and colleges attended, even if in progress or plan to attend.

- Fill out information on “Add Your Colleges” This section must be done before “Transcript Entry”.

Transcript Entry

- Click “Transcript Entry” from the “Colleges Attended” page.

- Add semester and each course taken during that semester regardless if it transfers or not and regardless of the grade received exactly as on the transcript.

- **If you passed the English or any Math AP exam we will instruct you how to input it at the workshop.

- “General Education” will be reviewed during the workshop.

- “Standardized Tests” is optional or not required

- “Advanced Placement”, “CLEP” and “IB” is where you fill out if you have taken these Exams.

Supporting Information

- Supporting information is optional and should be done before the workshop.

Program Materials

- Program materials needs to be reviewed and completed in the workshop.

See you at the workshop!