CSUN Graduate Application
Featuring Cal State Apply (CSA)
CAL STATE APPLY—The new way to apply to CSUN

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.

Already started your application? Sign in »
See Application Dates & Deadlines »

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

- Freshman
- Transfer
- Graduate
- International
- Teaching Credential

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

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

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

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.
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)
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 PROGRAMS

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

Delivery Format:
Use the drop-down menu and select Spring.

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 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.
RELEASE STATEMENT

Release Statement

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

Release Statement

CERTIFICATION - to be read and authorized by all applicants to certify the accuracy of the information provided.

I certify under penalty of perjury, under the laws of the State of California that I have provided complete and accurate responses to the items on this application. I further certify that all official documents submitted in support of this application are authentic, unbiased records that pertain to me. I authorize the California State University to release any information submitted by me on my application for admission and any application for financial aid to any person, firm, corporation, association, or governmental entity within the State of California that it deems necessary as a condition of enrollment with any perjury proceedings. I authorize the California State University system to release any submitted test results to all campuses to which I submit an application. My certification of accuracy and completeness of the information provided is true to the best of my knowledge.

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

At the bottom of the screen, select your Native Language from the drop-down menu.
If you selected to apply to an MA or higher in CSA you will also be shown this credential question:

- Most applicants will select **Not Interested in a credential program**
- If you are interested in a teaching credential, then make the appropriate selections and answer the questions that follow.

Note: You may have to select “Applying to a credential this term” and then go back and select “Not interested in a credential” for the blue Save and continue button to appear.
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**.
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

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

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

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

Select the **Supporting Information** quadrant to provide additional information.
Experiences include:
- Employment
- Internship
- Volunteer

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

Please choose **I Am Not Adding Any Documents** in this application for all programs you may be applying to.

If you are applying to a credential program, you will upload these documents in the second Program application.

**Statement of Purpose**

If your Statement of Purpose is being sent directly to the department, then type, **Sent directly to department**. Otherwise, enter a Statement of Purpose.
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.

- **Name as it appears on card**: Mary Student
- **Card Type**: Visa
- **Credit Card Number**: 4111111111111111
- **Expiration**: April 2021
- **CVV Code**: 282

**Fee Total**: $55.00

**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**
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
  4111XXXXXX051111
  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.
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

Programs Paid For

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

TOTAL PROGRAMS SUBMITTED

Payment Details

Payment Method: XXXXXXXXXXXXXXX1111
Name on Card: Mary Student

Billing Address:
5621 Dorothy Dr
San Diego, California 92115

TOTAL PAID $55.00
The Applicant Help Center, including Live Chat support
The application support line at 857-304-2087 or CalStateApply@liaisoncas.com

Also visit the frequently asked questions page

Please note that some of our programs have alternate titles in Cal State Apply. You will need to select these titles when applying for one of the following programs:

**Early Childhood Education:** “Education – Educational Psychology”

**K-12 Administration:** “Educational Administration”

**Multicultural/multilingual Elementary Education:** “Education – Elementary Education”

- **All credential programs:** “Credential Only”

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**Department-specific Assistance**

For further assistance, you can contact the following representatives from the academic department you are applying to:

- **Doctoral Office** - (818) 677-2403 or edd.mdecoe@csun.edu
- **Educational Leadership & Policy Studies** – Mariel Noyes at (818) 677-2591 or mariel.noyes@csun.edu
- **Educational Psychology & Counseling** – Naomi Gonzalez at (818) 677-2599 or naomi.gonzalez@csun.edu
- **Elementary Education** – Zulema Reyes at (818) 677-2621 or eed@csun.edu
- **Secondary Education** – Mira Pak at (818) 677-2181 or mira.pak@csun.edu
- **Special Education** – Tamarah Ashton at (818) 677-4869 or tamarah.ashton@csun.edu