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To: CSU Admissions Officers
CSU Enrollment Managers

From: Allison G. Jones 

Subject: Admission of New Student Groups

On February 12, 2004, coded memorandum AA-2004-04 was issued for the purpose of providing campuses with guidance concerning selected groups of students whose admission was to be restricted due to impending reductions in both enrollment and the university's budget. The intent of that memorandum was later clarified in coded memorandum AA-2004-07, issued March 11, 2004.

Specifically restricted were the following:

- Lower division transfer applicants;
- Applicants in pursuit of second, third bachelor's degrees;
- Unclassified post baccalaureate students;
- Upper division transfer students, who are not fully eligible.

The latter group of applicants is often referred to as "S" codes. Each of these categories is assigned a lower admission priority by the California Education Code (Section 66202) as described in CSU Policy (Admissions Priorities, September 19, 1992).

CSU's budget has increased as a result of the compact with the Governor, and it is important that maximum as well as equitable access to the university be provided to applicants who can benefit from the university's instructional programs. To that end, campuses with available space may set aside the admission restrictions mentioned in AA-2004-04 for the 2006-2007 admission cycles. Similar guidance is anticipated for the admission cycle for fall 2007.

No campus enrolling students from any of the above mentioned admission categories will be penalized for enrolling such students during the 2006-2007 or fall 2007 admission cycles.

It is understood that due to space limitations and excess demand, some campuses may not be able to admit students from any of the four groups mentioned above.

In admitting upper division transfer applicants, it would be prudent to provide priority to applicants who have fulfilled CSU's general education requirements in written communication and quantitative reasoning. Admitted applicants who have not fulfilled these requirements and are not otherwise exempt must take any applicable placement tests and meet the indicated requirements for remediation as proscribed in CSU Executive Order No. 665.

Campuses are reminded that the Education Code, Section 66202 provides clearly stated priorities for admitting students for study at the university. Within each admission category including those listed above, there are other legislatively mandated priorities that are outlined below:

- Veterans recently released from active duty who are residents of California, and recently released veterans, who were previously CSU students have priority over other veterans;
- Transfers from California public community colleges;
- Previously enrolled at the campus provided that they left the campus in good standing, i.e. eligible to return;
- Applicants, who have a degree or credential objective that is not offered generally at other public institutions of higher education; and
- Applicants for whom the distance involved in attending another institution would create significant financial or other hardships.

Questions about CSU's admission policies as addressed in this memorandum may be directed to Dr. James Blackburn, Associate Director, Enrollment Management Services, at (562) 951 4726 or jblackburn@calstate.edu

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