# Application Checklist

- Allow sufficient time to complete the Cal State Apply online application. A rushed job results in careless errors.

- Work on the application alone, in a quiet place where you can give it the attention it deserves.

- Keep a record of your Cal State Apply application user ID and password.

- Read directions carefully; follow them precisely.

- Answer all questions accurately and completely.

- Use the same legal name on all applications and tests.

- If applying for a fee waiver, the fee waiver request is included on the Cal State Apply application. You will be notified at the time you apply online if you qualify for the fee waiver.

- Submit the application for admission during the initial filing period (Oct 1st-Nov 30th).

- Keep a copy of all records that you send and receive, including your Cal State Apply confirmation number for each application you submit.

- Make a note of the people you speak with on a campus (names, titles and dates).
What You Will Need to Complete the Cal State Apply Application

### Freshman Applicant

- Unofficial transcripts: You’ll be asked to enter all the courses you’ve completed on your CSU application; those that are currently in progress; and any you plan to take. Transcripts will be requested by campuses as needed.

- Test scores (SAT, ACT, AP or IB): Report test results so far as well as any future test dates.

- Your Social Security number, if you have one.

- Your citizenship status.

- A method of payment: You can pay the application fee by credit card.

- Your parent’s citizenship status.

- Annual income: Your parents’ if you are a dependent; your income if you are independent.

- Your parent’s employment background and two recommendations: Applies only if you’re applying to EOP.

- California statewide student ID: Optional; every K-12 student in a California public school is assigned an ID number. The number should be printed on your transcript.

### Transfer Applicant

- Unofficial transcripts: You’ll be asked to enter all the courses you’ve completed on your CSU application; those that are currently in progress; and any you plan to take. Transcripts will be requested by campuses as needed.

- Your Social Security number, if you have one.

- Your citizenship status.

- A method of payment: You can pay the application fee by credit card.

- Annual income: Your parents’ if you are a dependent; your income if you are independent.

- CCCID and Campus ID: Optional; every California Community College student is assigned a CCCID and a campus-specific ID number. These numbers should be printed on your transcript.

- Your parent’s employment background and two recommendations: Applies only if you’re applying to EOP.