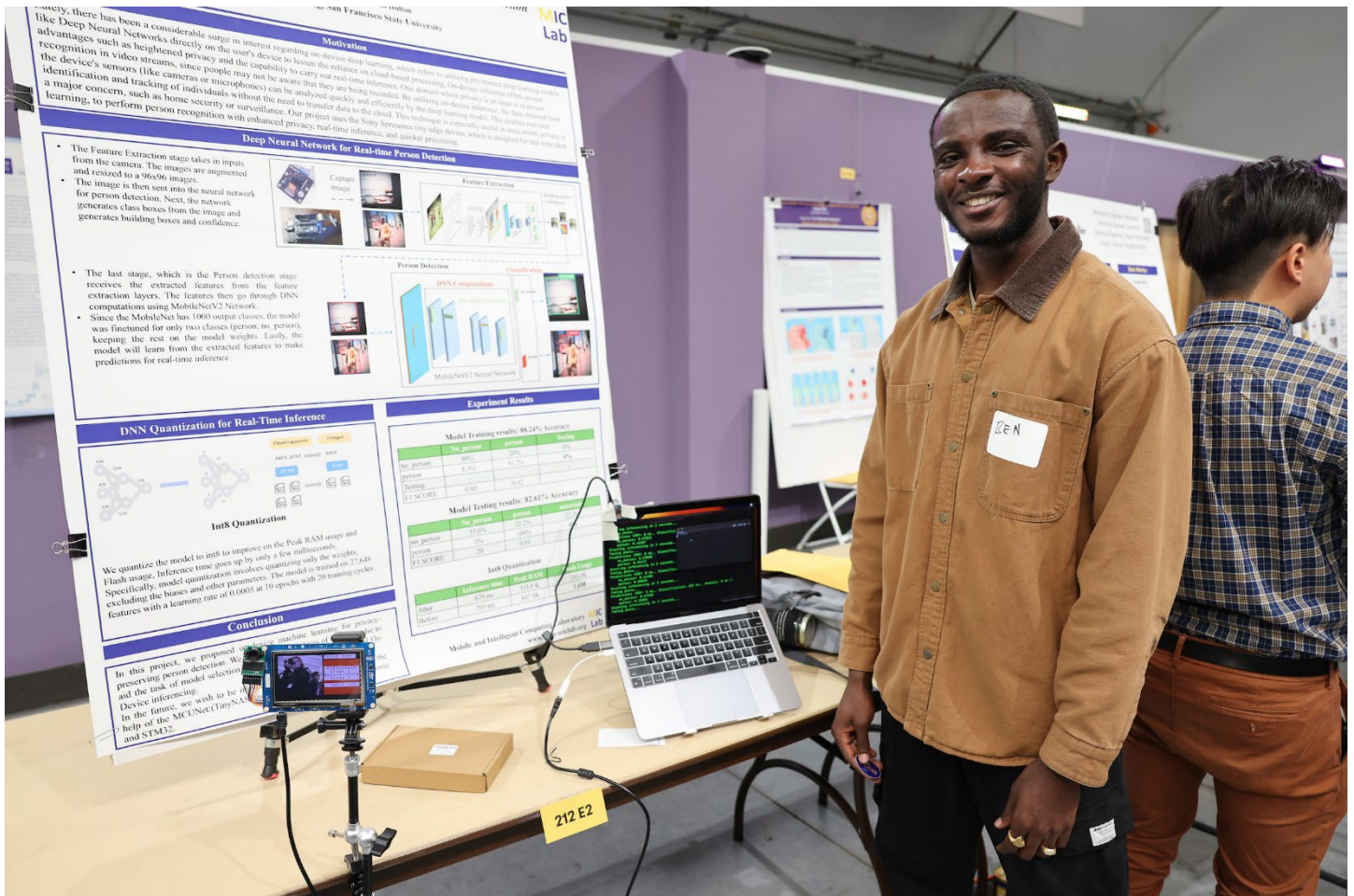


CAL STATE APPLY



Graduate Application Guide 2026-2027

Table of Contents

Contents

- Table of Contents..... 2
- INTRODUCTION AND PREPARING TO APPLY 4**
 - What is Cal State Apply? 5
 - When to fill out the application..... 5
 - About the Applicant Help Center 5
 - Required information and materials 5
- FIRST STEPS IN YOUR APPLICATION 6**
 - How to apply..... 7
 - Setting up your Cal State Apply account 7
 - Completing your Extended Profile 8
 - Degree Goal..... 9
 - Returning Students 9
 - US Military Status 10
 - Selecting the program(s) you will apply to 10
 - Finding a program 10
 - Selecting a program..... 10
 - Reviewing your program selection(s) 11
 - Overview: the four sections of your application..... 12
- COLLEGES ATTENDED 13**
 - What to report in Colleges Attended..... 14
 - For college credit outside the United States/Canada 14
 - Add a College or University..... 15
 - Can't find your college/university? 15
 - Degree information..... 15
- GPA ENTRIES 16**

Adding your GPAs for colleges attended	17
GPA Conversion	18
Entering standardized test scores	18
SUPPORTING INFORMATION	19
Achievements	20
Experiences	20
PROGRAM MATERIALS	21
Program Materials	22
Questions	23
Financial Aid Housing Question	23
Documents	24
Recommendations	25
SUBMITTING YOUR APPLICATION	26
Submitting your application	27
Review the Summary Page carefully before submitting	28
Application Fee Waivers	28
Application Coupon Codes	28
FREQUENTLY ASKED QUESTIONS	29

INTRODUCTION AND PREPARING TO APPLY

What is Cal State Apply?

Cal State Apply is the Centralized Application System for all 22 universities in the California State University (CSU) system. **You only need to fill out the application ONCE in Cal State Apply, even if you are applying to multiple CSU universities** (Note: each campus you apply to requires a \$70 fee).

When to fill out the application

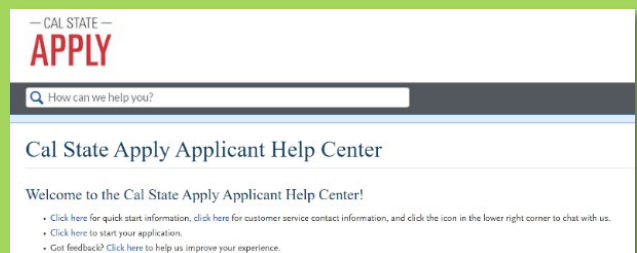
Use this chart and the information below to help guide you on application deadlines:

Term	Application Opens	Application Priority Deadline
Fall 2026	October 1, 2025	Deadlines vary by campus
Spring 2027	August 1, 2026	Deadlines vary by campus

Review the [Application Dates & Deadlines](#) information on calstate.edu/apply before starting your application to find out which programs are available for each term and their deadlines.

About the Applicant Help Center

Use this guide to supplement the instructions provided in the [Applicant Help Center](#). To access the Applicant Help Center, click on your name in the upper-right hand corner of the Cal State Apply application.



Required information and materials

Be sure to have the following materials ready before you begin your application:

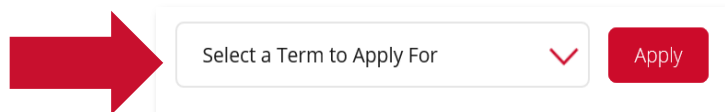
- ✓ Copies of your official transcripts with your degree information and GPA
- ✓ Your Social Security number, if you have one
- ✓ Your citizenship status
- ✓ Credit card or PayPal account (Application fees are due at time of submission)
- ✓ Annual income
- ✓ Statement of purpose or personal statement and recommender contact information

For more assistance with your graduate application, visit the [Cal State Apply Graduate Applicant](#) page.

FIRST STEPS IN YOUR APPLICATION

How to apply

Visit calstate.edu/apply. Click the term you are applying for in the drop-down menu.



TIP: Be sure to apply for the correct term. Do not apply before the “application opens” term date. A submitted application is only considered for the term which you applied.

Setting up your Cal State Apply account

Once you’ve selected the appropriate term and click “apply” from the Cal State Apply website, you will be taken to the application portal for that term.

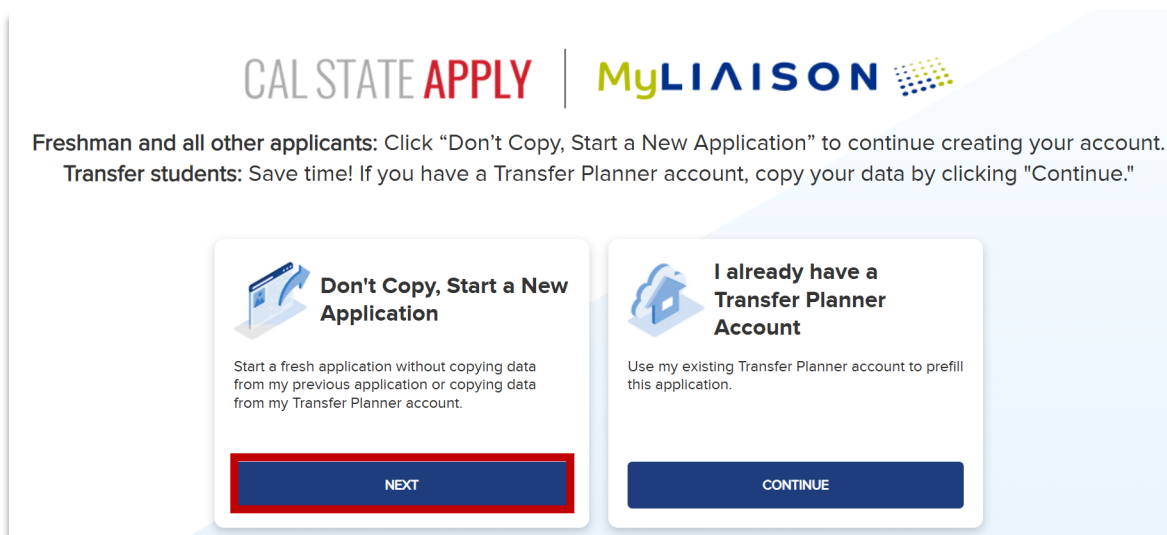
First, you will create an account, which will include creating a username and password. Be sure to write these down for future reference.

TIP: Official communication is sent via email regarding your application, admissions requirements, etc. Use the email address you check regularly.

Create an Account

An option will appear to jumpstart your application by linking the Transfer Planner profile to the Cal State Apply application.

Graduate Applicants: select: Don't Copy, Start a New Application



FIRST STEPS IN YOUR APPLICATION

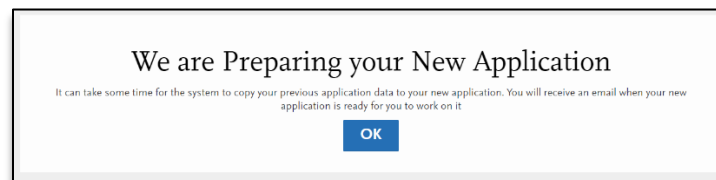
Reapplicants



If you submitted or started an application in the prior year, you are given the option to start a fresh application or copy application data from the previous application into the new application.

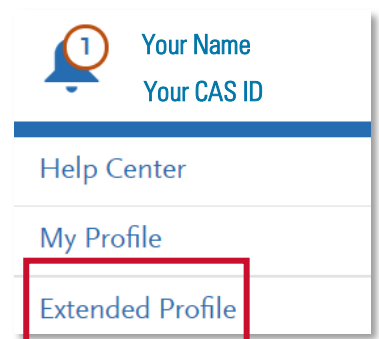
If you select Copy Application Data, you can select which sections of the application you wish to copy. Any data you entered previously for those sections will be transferred and **all information will be editable**.

After selecting Continue, the system will copy the previous data and **send an email when the new application is ready**.



Completing your Extended Profile

After creating an account, you will complete the questions on the Extended Profile. Answer questions on the Extended Profile carefully. **The answers you provide on the Extended Profile determine which sections of the application appear and what programs (majors) are available for you to choose.** Come back to your Extended Profile any time if you need to make corrections by clicking the dropdown arrow by your name on the top right-hand corner.



FIRST STEPS IN YOUR APPLICATION

Degree Goal

All graduate applicants should select **Second Bachelor's Degree and Beyond** for "what degree you are applying to?" Then, select **one or more** of the following that describes your degree goal(s).

1. Educational Goal

★ What degree, credential, program or certificate are you applying for?

- ☐ First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)
- ☒ Second Bachelor's Degree and Beyond (e.g. Master's, Teaching Credential, Certificate, Doctoral)

- ☒ Second Bachelor's Degree (already earned a bachelor's degree and are seeking another one)
- ☒ Graduate (e.g. Master's, Doctoral) or Professional's Degree
- ☒ Teaching and Service Credential Only
- ☒ Certificate

TIP: Select all degree options to view all available programs at each campus. This is recommended, as you will not be able to change these responses after submission.

Returning Students

A returning student is someone who previously attended a CSU campus, left without completing the program, and are now applying to return to the **same** CSU campus they had previously attended. Select Yes if it applies to you. Then you will be prompted to select the campus and enter your Campus ID. If you are not a returning student, select No and proceed.

1a. Returning

★ Are you applying to return to the CSU campus which you previously attended?

- ☒ Yes ☐ No

If you have graduated or are graduating with your undergraduate degree and are applying to the same CSU campus for a new program of study, select "No." You are not classified as a returning student.

★ Which CSU Campus did you previously attend?

What was your Student ID?

★ Select the scenario that applies to you:

- ☐ I previously attended a CSU campus and am now applying to an additional campus.
- ☐ I attended other colleges or universities since leaving CSU.
- ☐ I previously attended a CSU campus and am now applying to an additional campus AND I attended other colleges or universities since attending CSU.
- ☐ I have not attended other colleges or universities since leaving CSU and am only applying to my original campus.

NOTE: If you graduated or are graduating with your undergraduate degree and are applying to the same CSU campus for a graduate program of study, select "No." You are not classified as a returning student.

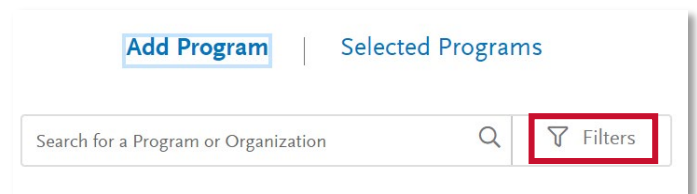
FIRST STEPS IN YOUR APPLICATION

US Military Status

If you have US military experience, select your anticipated status at the time of enrollment from the drop-down. Select **No, I have not served in the US military** if this does not apply.

International Applicant

If you have or will require an F1 Visa (student) or J1 Visa (exchange) to study at the CSU, select Yes. If not, select No. Applicants who answer No will be prompted to select the state of their permanent home.



TIP: Checking yes classifies you as an international applicant. U.S. citizens, current residents, visa holders, or those without a citizenship status should select No and select their state of residence.

Selecting the program(s) you will apply to

Next, complete the **Add Program** page where you can select the specific program(s) you will apply to.

Finding a program

Begin by typing in a campus name or a program (major) in the search box. You can also use the filters to narrow down your search quickly.

Selecting a program

Once you have found a program you wish to apply to, click the plus ("+") sign to the left of the program name. This will add it to your application.

You can apply to as many campuses as you wish, each with a \$70 application fee, **but note you can only apply to one program per campus each term.**

LONG BEACH GRADUATE						
	Accountancy	CSU Long Beach	MS	Fall	2024	Main Campus 06/01/2024

Once you are done making your selection(s), click **Continue To My Application**.

FIRST STEPS IN YOUR APPLICATION

NOTE: Programs offered through a campus' Extended Learning Office are self-support programs with their own tuition, fee, registration, and financial aid structures. For this reason, programs offered through the Extended Learning Office *may* not qualify for some state or federal financial aid. Students who choose to enroll in a self-support program may not switch between self-support and state-funded degree programs offered on this campus.

Add	Program Name	Campus Name	Degree Type
	SAN MARCOS EXTENDED LEARNING		
+	Criminology and Justice Studies (BA-CJS) - Online - Spring	Cal State San Marcos	BA

Reviewing your program selection(s)

Before moving on, review your program selections. This page shows you all programs you are applying to, the status of the application, and total fees due at submission. You will review this information again in the **Submit Application** tab.

TIP: Check the entire name of the campus and program carefully to make sure you do not apply to the wrong CSU campus or program.

[Add More Program](#)

Review Your Program Selections

Below are the programs you have selected. If you are ready to start your application, click the Continue To My Application button below. Missing a Program? Click Add More Programs. You can add more programs at anytime.

APPLICATIONS READY FOR SUBMISSION
0

TOTAL FEE(S)
\$70.00

Continue To My Application >

Sort By: Deadline

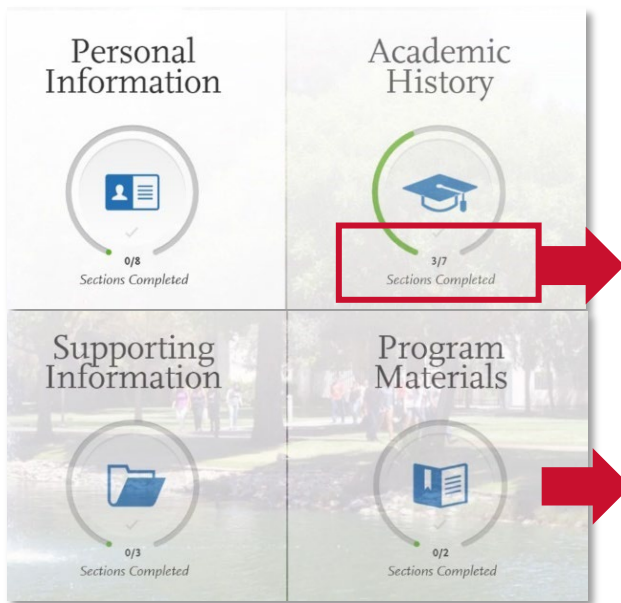
Bakersfield Extended Education Programs
Kinesiology - (MS)
Enter Invitation Code

Term: Fall
Deadline 06/01/2024

100% Complete

Overview: the four sections of your application

The remainder of the application is under the My Application tab and includes four parts (quadrants). Each part has a status that displays the progress in completing that quadrant. You must complete all sections in the first three (3) quadrants to submit your application. The fourth quadrant depends on the program(s) you have selected.*



This shows your progress towards completing all the required information for this quadrant.

***Don't skip the Program Materials section.** Even if it appears complete, be sure to click and read the Program Materials quadrant as there is usually important information about the program(s) you are applying to in this section.

COLLEGES ATTENDED

What to report in Colleges Attended

In this section you will add all colleges/universities attended.

- For each college/university entered include any degrees awarded or anticipated degrees earned.
- Report each college only once, regardless of the number of degrees earned or gaps in dates of attendance.
- Include international post-secondary colleges and U.S. colleges you attended *regardless of accreditation status*.



For college credit outside the United States/Canada

For a college/institution outside the United States or Canada, you will be given the option to upload an unofficial copy of your transcript. This is not required but *may* help expedite application review.

Applicants who have an official WES or ECE evaluation will have the option to connect their WES or ECE account to Cal State Apply so your official evaluation can be provided securely through the application for CSU campuses to download. This is **not** required but *may* expedite the processing of your application.

 MY ATTENDED COLLEGES

BAHRIA UNIVERSITY - ISLAMABAD CAMPUS



January 2023 - Still Attending | Trimester System | Bachelor of Arts and Science Degree Expected: January 2026

Select one:

[Order WES Evaluation](#)[Order ECE Evaluation](#)[Upload Transcript](#)

Add a College or University

Follow these steps for each college/university you've attended or are currently attending.

STEP ONE – Select Add a College or University

 Add a College or University

STEP TWO – Type in the name of the college/university

Begin typing the full institution name. The system will display results that match the information. Select the correct matching institution.

★ What college or university did you attend?

California State University

CALIFORNIA STATE UNIVERSITY - BAKERSFIELD ...

California, United States

CALIFORNIA STATE UNIVERSITY - CHANNEL ISLANDS ...

California, United States

CALIFORNIA STATE UNIVERSITY - CHICO

California, United States

CALIFORNIA STATE UNIVERSITY - DOMINGUEZ HILLS ...

California, United States

CALIFORNIA STATE UNIVERSITY - EAST BAY

California, United States

CALIFORNIA STATE UNIVERSITY - FRESNO

Can't find your college/university?

The lookup table includes all domestic and international institutions with a College Board CEEB code. If you are unable to find your institution, verify the name is entered without abbreviations and matches the official name on your transcript. If the institution is still not found, select **"Can't find your school"** and complete the additional information requested.

Degree information

Identify whether or not you completed **(Degree Awarded)** or will complete **(Degree In Progress)** a bachelor's degree or other degree(s). If yes, you will be asked to provide details on the type of degree, date earned or anticipated earn date, major, minor, and whether you had a double major.

Report **all** degrees earned or in progress.

EXAMPLE

★ Degree Info

☒ Degree Awarded ☐ Degree In Progress

★ What type of degree did you earn?

Bachelor of Arts

★ When did you earn that degree?

May 2021

★ What was your major?

Engineering

What was your minor?

None

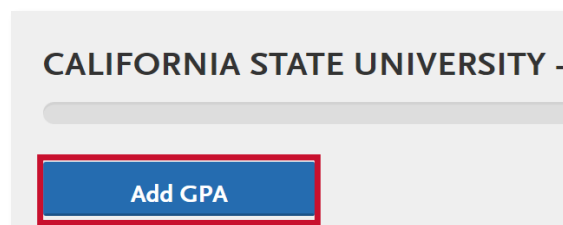
☐ Check if you were a double major

 Add another Degree

GPA ENTRIES

Adding your GPAs for colleges attended

Each institution you reported in the Colleges Attended section will be listed in the GPA Entries section. To add a GPA, click the “Add GPA” button under the corresponding institution.



Enter School Level (Undergraduate, Graduate or Other), how many units/credits are included in that GPA, and the GPA earned. Quality Points will calculate automatically based on the information you enter. It should match or closely match the Quality Points listed on your transcript. Click **Save**.

School Level	When to Use
Undergraduate	Attendance at a community college or university in pursuit of a bachelor's degree.
Graduate	Attendance in pursuit of a postbaccalaureate degree (master's, doctorate, etc.)
Other	Attendance that is not degree-seeking, courses you took for professional development, etc.

GPA Entries

CALIFORNIA STATE UNIVERSITY - STANISLAUS

Transcript

Fall September 2017 - Spring May 2021

* Indicates required field

Enter your GPAs

* SCHOOL LEVEL	* TOTAL CREDIT HOURS	* GPA	QUALITY POINTS
Undergraduate ▼	120	3.2	384

School Level: Graduate Total Credit Hours: 26 GPA: 4.0 Quality Points: 104

Save Cancel

EXAMPLE

TIP: Credit hours = units
Total credit hours equal the total number of attempted units on your transcript. This may be indicated by a “UA” column on your transcript.

GPA Conversion

If your transcript doesn't report your GPA in numeric grade values, use the charts on this [GPA Entries page of the Applicant Help Center](#) to convert your GPA.

If your transcript reports your credits in quarter or unit hours, use the [GPA Calculator worksheet](#) to convert your GPA calculation.

Entering standardized test scores

In this section, you can self-report your standardized test scores or self-report tests you plan to take, such as IELTS, DUOLINGO, TOEFL, PTE, GRE, or GMAT. See campus and program admissions pages for details on which tests are required.

Click **"I Have Reviewed This Information,"** which will take you to a page for adding test scores.

To add a test score or planned test:

STEP ONE – Click **Add Test Score** under the related test name

- If applicable, select the test subject

STEP TWO – Respond to "Have you taken the test?"

- If the test is planned, select NO.
 - Enter the date you plan to take the test.
- If the test was taken, select YES.
 - Add the Test ID
 - Add the date you took the test
 - Add the test score

STEP THREE – Click **Save this Test**

- Have another test report? Click **Save and Add Another**

The screenshot shows a user interface for adding standardized test scores. It features three sections: GMAT, GRE, and GRE Subject. Each section has a dropdown menu with a checkmark icon and a blue button labeled 'Add Test Score'. At the bottom of the form is a blue button with a plus icon and the text 'Add a Standardized Test'.

No tests to report? If you have not taken any standardized tests and do not have any planned, click:

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

SUPPORTING INFORMATION

Achievements

Enter any relevant professional or academic achievements in this section by clicking “Add an Achievement.”

 **Add an Achievement**

You may select “I Am Not Adding Any Achievements” if you do not have any or do not want to add any achievements.

I Am Not Adding Any Achievements

Experiences

Enter your professional employment experiences in several categories, or types, in this section by clicking “Add an Experience.”

 **Add an Experience**

You may select “I Am Not Adding Any Experiences” if you do not have any or do not want to add any experiences.

I Am Not Adding Any Experiences

PROGRAM MATERIALS

PROGRAM MATERIALS

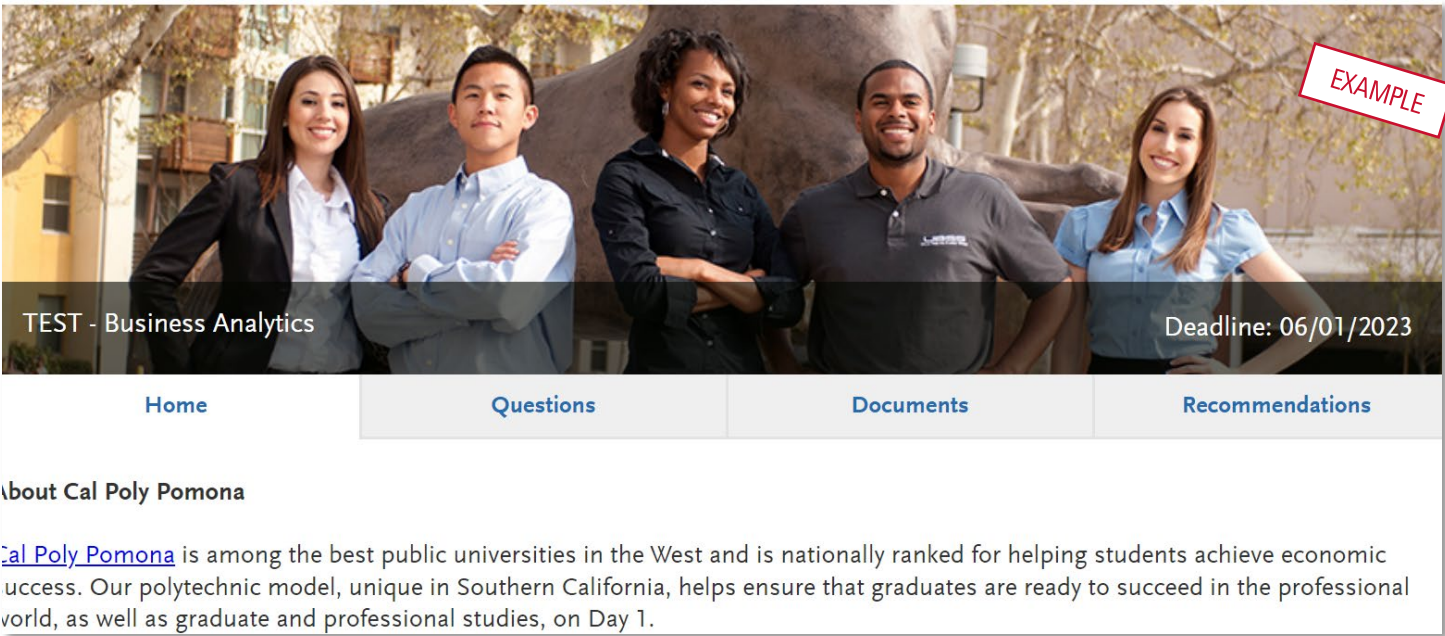
Program Materials

For each program you are applying to, you will see one blue tile.

Click into each tile to find information for the specific program and, if applicable, questions or documents for you to complete.



Once you select the tile, you will see information about that program on the Home tab. Note that you cannot submit your application if you do not complete all required information in Program Materials.

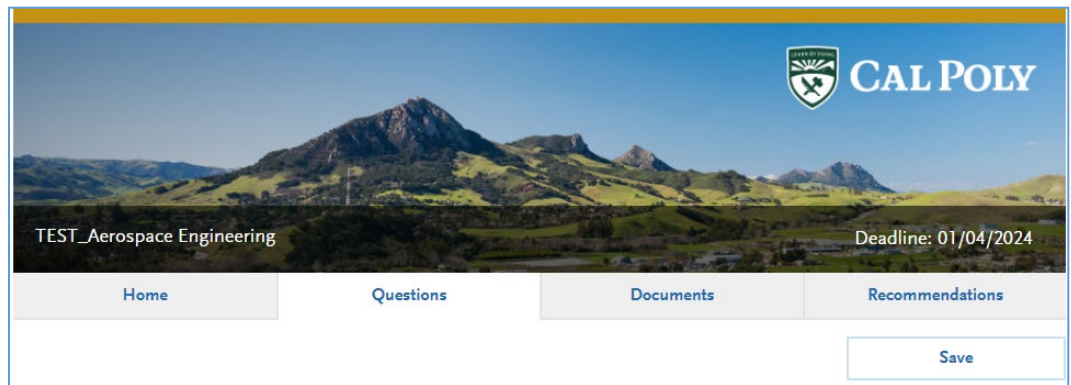


PROGRAM MATERIALS

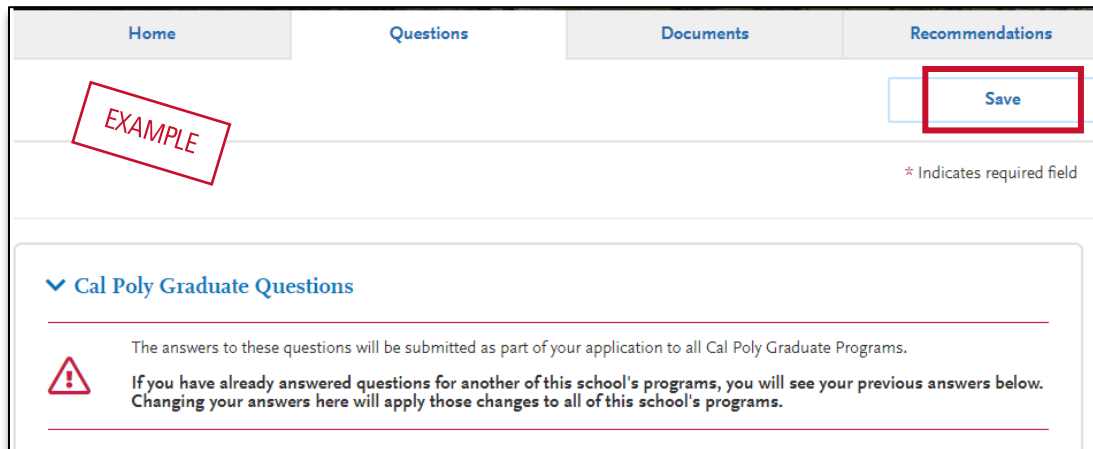
Questions

In the Questions section, you may be asked to complete multiple choice, essay, or other questions pertaining to your program(s) of interest.

Questions that are required will be marked with an * asterisk. All other questions are optional.

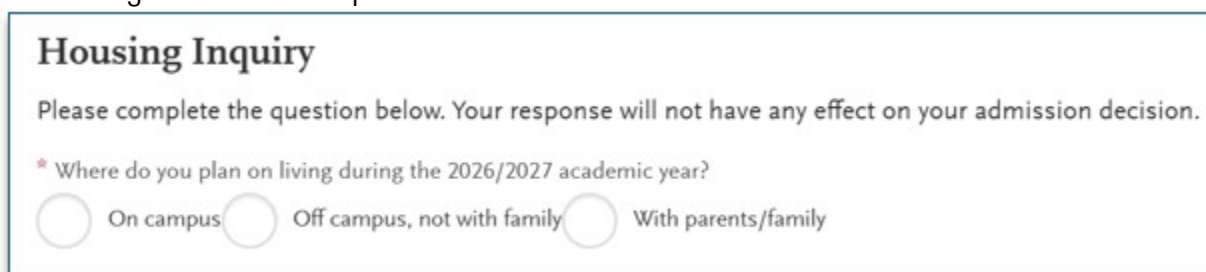
A screenshot of the Cal Poly application interface. At the top is a banner with a mountain landscape and the Cal Poly logo. Below the banner, the text "TEST_Aerospace Engineering" is on the left and "Deadline: 01/04/2024" is on the right. A navigation bar contains four tabs: "Home", "Questions", "Documents", and "Recommendations". The "Questions" tab is currently selected. In the bottom right corner, there is a "Save" button.

Answer all required questions, and when you have completed answering the questions, click **Save** in the top right corner.

A screenshot of the "Questions" section in the application. A red box labeled "EXAMPLE" is drawn over the top left. The "Save" button in the top right is also highlighted with a red box. Below the navigation bar, there is a section titled "Cal Poly Graduate Questions" with a downward arrow icon. A warning icon (a triangle with an exclamation mark) is next to a message: "The answers to these questions will be submitted as part of your application to all Cal Poly Graduate Programs. If you have already answered questions for another of this school's programs, you will see your previous answers below. Changing your answers here will apply those changes to all of this school's programs." A legend indicates that an asterisk (*) denotes a required field.

Financial Aid Housing Question

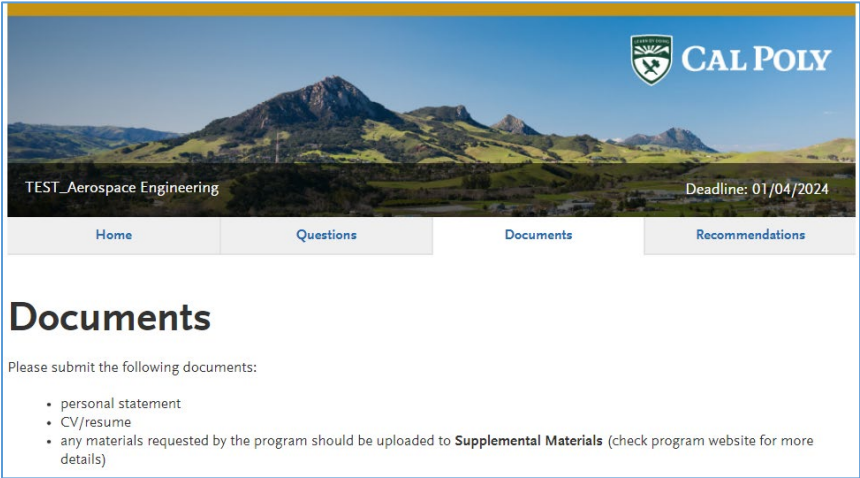
Applicants will be required to report their housing interest within the Cal State Apply application. This information is used for financial aid planning purposes. The question can be found in the Questions section in the Program Materials quadrant.

A screenshot of a "Housing Inquiry" question. The title "Housing Inquiry" is in bold. Below it, a message says: "Please complete the question below. Your response will not have any effect on your admission decision." The question is marked with an asterisk and asks: "Where do you plan on living during the 2026/2027 academic year?". There are three radio button options: "On campus", "Off campus, not with family", and "With parents/family".

PROGRAM MATERIALS

Documents

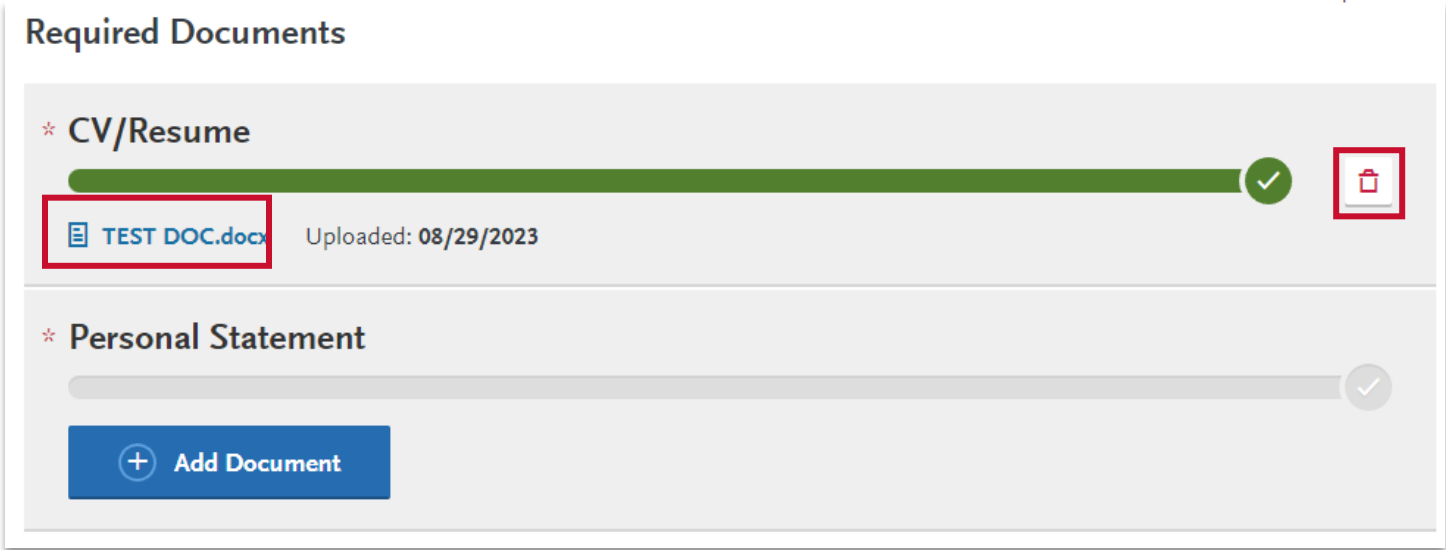
In the Documents section, you will attach any required documents such as a statement of purpose, unofficial transcripts, CV/Resume, writing sample, etc. Documents listed as optional are not required for submission but may be attached by the applicant for review by the program.



To attach a document, make sure your file is in .doc, .docx, .pdf, .rtf, .txt, .jpg, .jpeg, or .png format. The size limit for each file upload is 15MB, and the document cannot be passcode-protected.

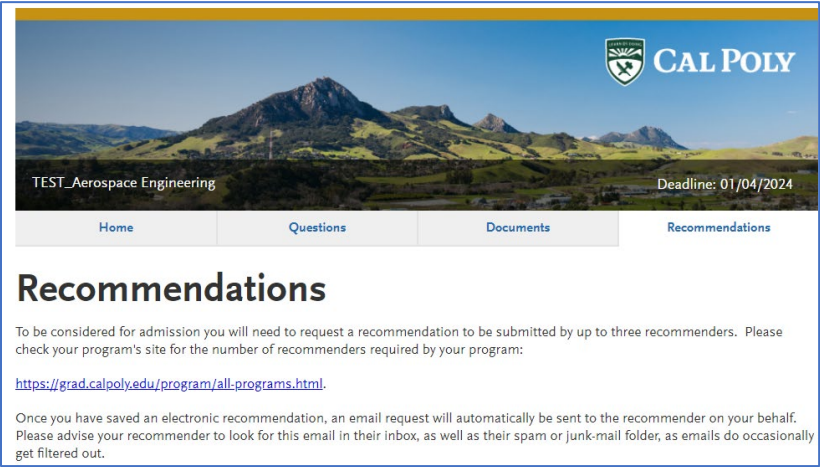
Select  Add Document and attach the corresponding file.

Once the document is attached, you can preview the document by clicking the blue link in the file name, or you can remove the document by clicking the trash can icon.



Recommendations

In the Recommendations section, you will enter the name, contact information, recommendation submission deadline, and a personal message for each of your recommenders. The recommender will receive a separate, secure email where they will upload your recommendation letter.



Recommender's Information

★ First Name

Professor

★ Last Name

Test

★ Email Address

professortest@mailinator.com

★ Due Date

05/01/2024

MM/DD/YYYY

★ Personal Message/Notes

Please submit this letter of recommendation for Cal Poly Aerospace Engineering.

EXAMPLE

Once the recommender’s information has been updated, you may track the status of the recommendation and update the contact information at any point until the letter is completed.

NOTE: Once the recommendation status changes to “Completed,” the recommendation can no longer be edited. Recommendations in a status of “Requested” or “Accepted” can be deleted or edited.

General Program with Letter Upload

3 required - 3 total allowed

Professor Test	Requested: Aug 29, 2023	Status: Requested	Edit Delete
Recommendations 2	Select Recommendations		
Recommendations 3	Select Recommendations		

EXAMPLE

SUBMITTING YOUR APPLICATION

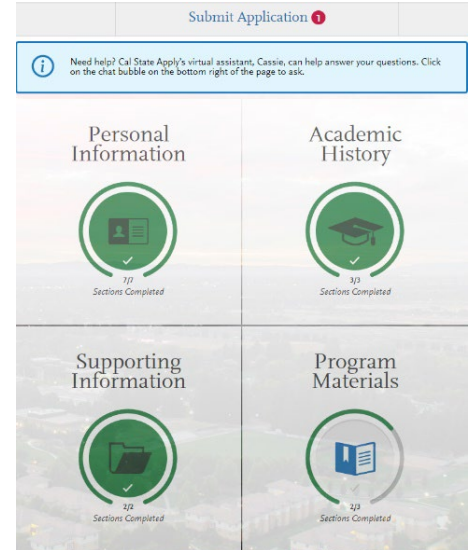
Submitting your application

Once submitted, your application cannot be changed, with minor exceptions. Incomplete or inaccurate information may affect admission eligibility.

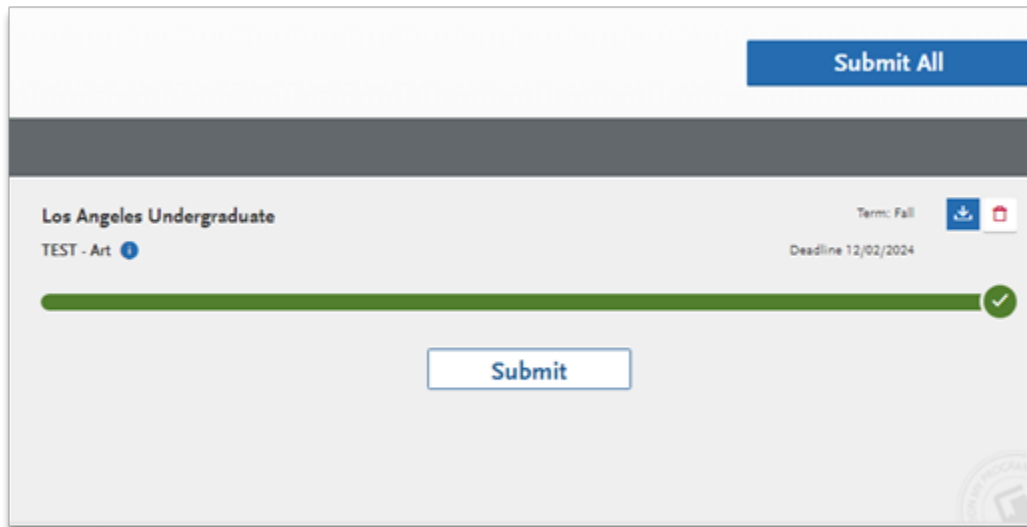
You are ready to submit the application when the first three quadrants highlight (green), at least one of the program materials sections is completed, and a red 1 appears in the Submit Application tab.

Submit Application 1

If you are applying to more than one program, you can either click Submit All or click Submit under each program that you wish to apply to. You can submit programs at different times if you wish, as long as it is prior to the application deadline.



Review your programs. This is the last chance to review, so please do it carefully. **There are no refunds issued if you make a mistake.** You can remove a program from your shopping cart by clicking the trashcan icon on the Submit Application tab.



NOTE: If you choose to submit for only one program at a time, no changes can be made after the first submission. Make sure your information is accurate before the first submission.

SUBMITTING YOUR APPLICATION

Review the Summary Page carefully before submitting

Note any warning symbols and red text that may require you to update or fix something in your application before submitting.

The screenshot shows the 'Test Scores' section of the application. A green callout box labeled 'Attention needed' points to a warning icon. A red callout box labeled 'EXAMPLE' points to the 'Go to Test Scores' link. Another green callout box explains the link's purpose.

Need any changes? [Go to Test Scores](#)

The following test scores are self-reported. Please remember to send your official test scores to Cal State Apply to be fully considered.

⚠️ You have reported a test date that is in the future. Please remember to return to Test Scores and self-report your scores once received. Also remember to send your official scores to Cal State Apply.

⚠️ You have not included your ID. Please go to test scores and include this information.

ACT	Test Taken	ACT Student ID	English	Math	Reading	Science	Writing	Composit
	05/30/2020							

TOEFL	Test Taken	Type	Test Reg ID	Listening	Reading	Speaking	Writing	S & W	Total
	05/03/2020	Internet-based		25	25	23	25		100

Explains where to make updates to your information, if needed

When ready, click **Continue to Payment** and note the Fee Total. Here, enter payment details and confirm your billing address. Select Continue to proceed with payment processing. You will receive a confirmation receipt from Cal State Apply via email upon submission of the application.

The screenshot shows the bottom of the 'Test Scores' section with a blue button labeled 'Continue to Payment'.

Test Scores

Need any changes? [Go to Test Scores](#)

The following test scores are self-reported. Please remember to send your official test scores to Cal State Apply.

⚠️ You have opted out of adding any test scores. If this is an error, please return to the Standardized Tests page and update.

[Continue to Payment](#)

Application Fee Waivers

The CSU does not provide application fee waivers to graduate or international applicants. Applicants must submit a \$70 application fee for every campus to which they apply.

Application Coupon Codes

If you have been provided with a coupon code to waive the \$70 application fee, enter the coupon code on the Submit Application tab in the payment details and click Continue. **Coupon codes are case sensitive.**

NOTE: Only one coupon code may be used per application fee.

The screenshot shows the 'Continue to Payment' page. A red callout box labeled 'EXAMPLE' points to the 'Fee Total'.

Selected Programs (1)

Fee Total **\$70.00**

Coupon Code

XXXX-XXXX-XXXX-XXXX [Apply](#)

[Continue](#)

FREQUENTLY ASKED QUESTIONS

Troubleshooting common issues

I am having a technical issue with completing the application. How can I contact customer support?

First, please visit the [Cal State Apply Help Center](#), which can assist you with completing your application. If you need additional support from customer service, you will find their contact information and Live Chat options on the Help Center website. Live Chat is the fastest way to receive assistance.

Changes to your application

I have new or updated information to submit. How can I do this?

Very little may be updated in Cal State Apply after submission. Please contact the campus(es) to confirm how to submit any new or updated information.

I made a mistake on my application. How can I fix it?

Once you submit your application, the information on the application cannot be edited on Cal State Apply. Please contact the campus(es) you applied to and provide the correct information.

Admissions-related questions

Can I apply as a graduate student before I finish my bachelor's degree?

Yes, you may apply to a graduate program while your bachelor's degree is still in progress. However, your degree must be awarded before you start the graduate program.

When do I send my transcript(s)?

Submit transcripts only when requested by the campus(es) you applied. Ensure transcripts and other documents are submitted by the deadline for the program you applied for. See the program or campus website or [contact the campus](#) for details.

Where or how will I receive the admission decision?

The admission decision will not be found within Cal State Apply. You will receive a notification directly from the campus (usually via email) regarding your admission decision. [Contact One of Our Universities | CSU](#) to follow up on the status of your application.