

- ❑ Program Application
  - Specific programs may require a separate program application aside from applying to Cal State Apply. Ensure that you submit any supplemental items in a timely manner. Check program websites or contact the program for additional details.
  - Seeking a Second Baccalaureate Degree? Not all programs permit applicants and may be limited in capacity to accommodate applicants. The major may not be the same as the previously conferred degree.
  - For specific graduate program questions, visit the graduate program website or attend an information session!
- ❑ Financial Aid
  - Consider applying for Free Application for Federal Student Aid (FAFSA) to qualify for financial aid, such as scholarships, grants, or loans. Visit our Funding Opportunities page and attend our free workshops to help budget your way through graduate school.
- ❑ Request Recommendation Letters/References
  - Recommendations should be acquired at least three months in advance from faculty, advisors, project supervisors, or employers.
- ❑ Develop the Personal Statement
  - The statement of purpose is a short statement addressing your interest. It helps the reader understand why you are interested in the program, why you fit, what you can offer to the program, and your future goals related to the degree program.
- ❑ Request Transcripts
  - Generally, a 3.0 cumulative GPA or higher creates opportunities for admission into graduate school. Request copies of official transcripts from all colleges and universities attended. Some programs will use the GPA from the last 60 semester/90 quarter units for admission.
  - CSUB students do not have to submit official transcripts unless they have attended another school since graduating.
- ❑ Prepare Your Resume
  - Programs such as the MBA, MPA, Social Work, and others require a resume that addresses your professional and/or educational experiences.
- ❑ Dates & Deadlines
  - Soft and Hard Application deadlines
    - Soft application deadlines are graduate programs that review submitted applications continually until the final deadline is posted.
    - Hard application deadlines are graduate programs that review all submitted applications after the posted deadline.
- ❑ Official Entrance Exams
  - Complete all exams required for your program (GRE/GMAT) and request that the test scores are sent to the appropriate department