Things to do before you start the application

♦ Check out the Transfer Center’s “Applying to Universities” web pages http://sbcc.edu/transfercenter/Applying_to_Universities.php

♦ Obtain copies of all your college transcripts and AP or IB Exam results. You can obtain your SBCC unofficial transcript from Pipeline. Select “Student Records link” and then click on “Academic Transcript.”

♦ Identify the courses you will be enrolled in each term prior to transfer (e.g. If you are applying for Fall transfer you need to know the courses you will take in Spring and Summer).

Some CSU majors and campuses are “impacted” and therefore have very specific admission requirements. For impacted majors/campuses and required courses: go to www.calstate.edu/ar/impactioninfo.shtml. To find the equivalent SBCC courses necessary to meet your Admissions Requirements for your major you can go to www.assist.org. If you are not sure about what courses you need, meet with a SBCC counselor in the Academic Counseling Center (SS120).

♦ Determine your CSU transferable GPA, the number of CSU transferable units you have completed to date, and the total number of transferable units you will have completed prior to enrolling at the CSU campus.

If you have only attended SBCC run the “CSU Units and GPA Summary ” report available through the Degree Audit and Planning tool (MAP) in Pipeline. Click on the Services tab on your Pipeline homepage.

If you have attended SBCC and other California community colleges only:
- Run the “CSU Units and GPA Summary ” report available through the Degree Audit and Planning tool (MAP) via the Services tab in Pipeline so that you have your SBCC transferable units and grade-points.
- Go to the ASSIST website to determine your CSU transferable courses from your other community colleges and total your CSU transferable units and grade-points from your other California community colleges
- Add together all your transferable SBCC and other CC units and grade-points. Divide your grade-points by your units to determine your GPA.

If you have attended four year, out-of-state, or non-U.S. colleges/universities, make sure that you meet with a SBCC counselor to determine your CSU transferable courses/units and GPA.

♦ Identify the courses you are using to fulfill the following CSU requirements and the term you took/will take each course. Refer to the CSU General Education requirements

◊ A1 – Oral Communication; (COMM 121, 121H, 131, 131H, 141, 161, 235)
◊ A2 - Written Composition; (ENG 110, 110GB, 110H)
◊ A3 – Critical Thinking; (COMM 235; ENG 111, 111GB, 111H, 111HG, 115 (before F04), 115H; PHIL 111, 205)
◊ B4 – Math/Quantitative Reasoning; CS 143; MATH 108, 114, 117, 117H, 120, 130, 131, 137, 138, 150, 160, 200, 210, 220; PSY 150

♦ Associate Degree for Transfer (ADT)

Students that complete the ADT are given guaranteed admission into the California State University (CSU) system, and further are given priority consideration when applying to a particular program that is similar to the student’s community college major. Students are also guaranteed to complete their Bachelor’s degree within 60 semester units after transfer. More information is available at http://articulation.sbcc.edu/CSU/ADT.htm. www.calstate.edu/ar/impactioninfo.shtml Meet with a counselor in Academic Counseling to see if you qualify for the ADT.
Starting the Application

♦ Go to www.csumentor.edu and click on the “Apply Online” tab. Click on “Undergraduate Admissions Applications” then click on the term you are applying for. The next screen is the Application Manager. Select a campus from the list and click on [Start New Application]

♦ Campus Information: Read the campus information before you start the application. The campus information provides important admission information and procedures, like deadlines for submitting transcripts.

♦ Click on the “Begin Application for...” bar at the end of the campus information to go to the 1st page of the application.

Use the SBCC course number not the CRN #
♦ The application will ask you to list the courses you are currently enrolled in and the courses you are planning to take. You will need to enter the department, course number, title of the course, and the number of units. All of this information is on your college transcript. For example, if you are currently enrolled in English 110:
  Department = ENG;    Course number = 110;    Title = Composition and Reading;    Units = 3

  Do not confuse the 5 digit CRN# found on your class schedule with the course number.

If You're applying to Cal Poly San Luis Obispo (CPSLO)
CPSLO has Transfer Supplemental application pages located in their application. It is critical that you complete this section correctly. A mistake on the application could cause you to be denied, even if you meet all admissions requirements. Stop by the Transfer Center or visit our website http://sbcc.edu/transfercenter/CaliforniaStateUniversities.php to obtain a copy of the current CPSLO Supplemental Application Guide.

International Student Applications
♦ If you currently hold a F1 or J1 visa all CSU campuses, except Cal Poly Pomona, Cal Poly San Luis Obispo, and CSU Fullerton require you submit the CSU International Application. San Diego State will allow submission of either the domestic or international application. Make sure you contact the International Student Office at the campuses you are applying to for more information on any additional documents that must be submitted.

Applying to more than 1 CSU Campus - The Easy Way
♦ Complete your 1st application before starting additional applications.

♦ When you start your next application, all of the information you provided in your 1st application will be populated on to your next application with the exception of your major and payment of the application fee.

Attend a CSU Application Workshop
The Transfer Center has workshops to assist you with completing your CSU application. For workshop dates and times go to the Transfer Center website at www.sbcc.edu/transfercenter. Registration for workshops is required. You can register by dropping by the Transfer Center, SS 140 or by phone (805) 730-4347.

Don’t Forget to Send Your Transcripts
After you submit your application/s you should send a copy of your official transcripts to each CSU campus that you applied to. You can request SBCC transcripts from the SBCC Admissions Office in person or online at http://www.sbcc.edu/transcripts/index.php?sec=926. The SBCC Admissions Office cannot send transcripts from other colleges you have attended. You must request those transcripts directly from the institutions you attended.

Made a Mistake on Your Application?
Notify each campus by email immediately to correct the information.

Admissions Notifications
♦ You should start to receive admissions decisions in February/ March through June for the Fall term.

Dates & Deadlines
October 1st—November 30th: Applications must be submitted by applicants for Fall term admission consideration
January 1st: Filing period opens for applicants for all terms to submit FAFSA and Cal Grant GPA Verification Form (filing period open through March 2nd)
March 2nd: Deadline for applicants for all terms to submit FAFSA and Cal Grant GPA Verification Form

Remember to check your email regularly and meet all deadlines for submission of documents. Failure to meet established deadlines will result in being denied admission or having your admission offer cancelled!