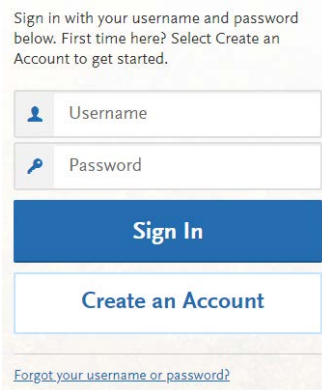


**Thank you for your interest in applying to Cal State LA!**

Please follow the instructions in this document to learn how to use a **Cal State Apply Invitation Code** to submit the admission application.

**START AN APPLICATION ON CAL STATE APPLY**

1. Go to [calstate.edu/apply](https://calstate.edu/apply).
2. Click on the appropriate “Applying for…” link depending on what term you are applying to. **It is very important that you apply for the correct term to prevent any delays.**
3. **If you already have a Cal State Apply account**, enter your username and password and click “Sign In”. If you do not remember your login info, click “Forgot your username or password?” for help. **If you do not have a Cal State Apply account**, click on “Create an Account”.



Sign in with your username and password below. First time here? Select Create an Account to get started.

Username

Password

**Sign In**

Create an Account

[Forgot your username or password?](#)

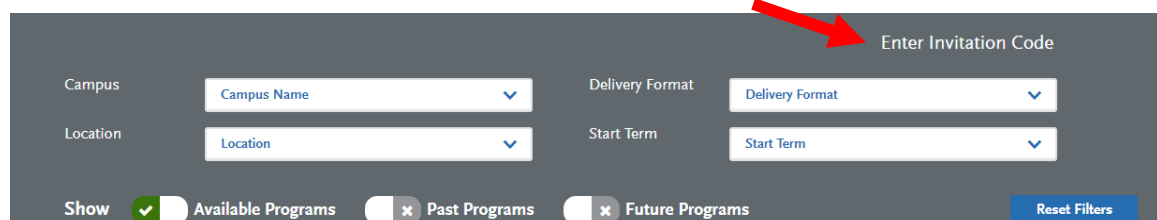
**USING YOUR INVITATION CODE ON CAL STATE APPLY**

1. If you just created a new account, you will be on the “Add Program” page. If you are on this section, please proceed to step #2.

If you are returning to your Cal State Apply account, you may be on the “My Application” page. Click the “Add Program” tab at the top of the page.



2. On the “Add Program” page, click on “Enter Invitation Code” in the dark gray box.



Dark gray box containing filters for program selection:

Campus:

Location:

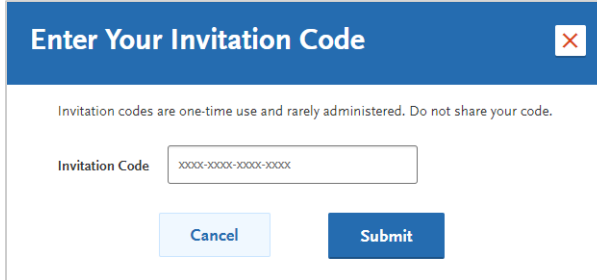
Delivery Format:

Start Term:

Enter Invitation Code (highlighted with a red arrow)

Show  Available Programs  Past Programs  Future Programs

3. In the Invitation Code entry window, copy and paste (or carefully hand enter) the provided code and click “Submit”.



4. If your code is valid, the Invitation Code window will close, and the “Select Program by Invitation Code” window will be displayed. Select your desired major at Cal State LA.
  - **If you are applying to a special program, please select the major as directed by the Program/Admission Representative.**
5. Fill out the first three areas of the application (Personal Information, Academic History, Supporting Information) as thoroughly and accurately as possible.
6. If less than 60 college units, in the Program Materials area, and you selected the “Authorized Lower-Division Transfers” program, please also do the following:
  - Click “Authorized Lower-Division Transfers.”
  - On the “Home” tab, read the information.
  - Click on the “Questions” tab, and do the following:
    - i. Select the major that you want to apply for.
    - ii. Read the certification statement and enter your initials to acknowledge that you have read and understood all points listed.
    - iii. Click the “Save My Responses” button.
7. If 60 or more college units, in the Program Materials area, click the name of your selected major.
  - On the “Home” tab, read the information, and proceed as instructed to the “Questions” tab. After completing the section, click the “Save My Responses” button.
8. Once finished, click the “Submit Application” tab to finalize and send your completed application to Cal State LA.

*Congratulations! You have submitted your Cal State Apply application to Cal State LA. Please regularly check your email for additional information from the Cal State LA Admissions Office.*

**FREQUENTLY ASKED QUESTIONS (FAQ)****Q1: Once I receive a code, how quickly must I apply?**

**A1:** You should attempt to apply as soon as possible, prior to the stated deadline date. Failure to do so will result in the expiration of the invitation code, and you will not be able to submit an application to Cal State LA. We will not provide new codes to applicants who missed the returning applicant filing window.

**Q2: I received an error message when trying to use my code.**

**A2:** An error message may appear for a variety of reasons. Here are the most common:

- **Code is incorrect** – If you hand-entered the code, double check to make sure it matches what was provided. Please note while typing in the code that it is case sensitive. If the code was “copied and pasted” from the original notification, please make sure no extra characters (or spaces) were accidentally included.
- **Code has expired** – As mentioned above, try and use the code as soon as you receive it. If you wait too long, the code will expire and it can no longer be used.
- **Trying to use it for the wrong term** – The Invitation Code is term specific. If you were given a Fall code, you cannot use it on the Spring application. To select the proper application term, return to the “START AN APPLICATION ON CAL STATE APPLY” section of this guide.
- **Code has already been used** – Invitation Codes can only be used once. **Do not share the code with anyone else.**

If you receive an error while using your code and cannot resolve it yourself, please contact the Cal State LA Office of Admissions & Recruitment at (323) 343-3901 for assistance.