SPRING 2024 APPLICATION REQUIREMENTS

Semester	Filing period
Spring 2024	Aug 1st – Sep 30th, 2023

Application Checklist

- ☐ Cal State Apply Application https://www2.calstate.edu/apply
- ☐ Official sealed transcripts, sent to CSULA Admissions Office* (see page 2 for address). CSULA students and alumni do not need to submit their official transcripts. International students see page 2 for details*.
- ☐ Unofficial transcripts (uploaded to Cal State Apply - program materials). All students must submit unofficial transcripts for department review*.
- ☐ Have an overall grade point average (GPA) of at least 2.5 (4.0=A) and good standing at the last college attended.
- ☐ Statement of Purpose/Personal Statement.
- ☐ Resume.
- ☐ 2 Letters of Recommendation (recommenders will be required to submit the form through Cal State Apply). Please see the Cal State Apply Process instructions for details.
- ☐ English Language Proficiency (international students only). See page 3 for details.
- ☐ GMAT/GRE test scores (MS Information Systems applicants only). However, the Department will consider waiving the GMAT/GRE for students who have a degree in IT, CS and IS.

Please note that after your application is submitted, your Campus Identification Number (CIN) will be sent to you via email along with instructions and how to navigate your GET portal. You can check your application status and any missing document online through GET. The entire application process may take up to 8-12 weeks. We encourage you to complete and submit documents as soon as possible. The department review process starts as soon as the documents are received.

Submitted documents become the property of California State University, Los Angeles. Documents will not be returned, and copies will not be released to students or third parties.

INTERNATIONAL GRADUATE APPLICATION AND ADMISSION

You are considered an international graduate applicant if you:

1. Require a 'F visa' (or I-20) to study at Cal State LA; and

2. Hold a Bachelor's degree, and wish to continue your graduate/post-baccalaureate studies in a graduate, certificate, credential or 2nd bachelor's program at Cal State LA.

- **IMPORTANT INFORMATION FOR ADMISSION**
- **WHERE DO I FIND INFORMATION ON GRADUATE, CREDENTIAL, AND POST-BACCALAUREATE PROGRAMS?**
- **ADMISSION ELIGIBILITY FOR INTERNATIONAL GRADUATE, CREDENTIAL, AND POST-BACCALAUREATE APPLICANTS**
- **HOW WILL STUDENTS BE CONSIDERED FOR ADMISSION?**
- **APPLICATION PROCESS**
- **ADMISSIONS NOTIFICATIONS**
- **NEXT STEPS**
- **APPLICATION PROCESS AT A GLANCE**

CONTACT INFORMATION

Mailing Address: Office of Admissions and Recruitment

5151 State University Drive Los
Angeles, CA 90032 Phone:
(323) 343-3901
Email: admission@calstatela.edu

ENGLISH LANGUAGE PROFICIENCY (INTERNATIONAL STUDENTS ONLY)

Regardless of citizenship, all applicants whose native language is not English and who do not qualify for a waiver are required to submit proof of English Language Proficiency before an admissions decision can be made.

EXAM SCORES ARE ONLY VALID FOR TWO YEARS AFTER THE TEST DATE.

Click on the link below for the English Proficiency Requirement

https://www.calstatela.edu/admissions/english-language-proficiency

To learn how to request an official test score report to be sent to Cal State LA, click on the exam name:

- **TOEFL –** Request report to be sent to Cal State LA using Institutional Code **4399**.

- **IELTS –** Request electronic or paper (hard copy) report to be sent to **California State University, Los Angeles**.

- **Pearson Test of English (PTE) Academic –** Send report to **California State University, Los Angeles**.

- **DuoLingo English Test (DET)** – Request electronic report to be sent to **Cal State LA** via your online Duolingo Account.

OFFICIAL SCORES MUST BE SENT DIRECTLY TO THE UNIVERSITY BY THE RESPECTIVE TESTING AGENCY.

English Language Proficiency Exam Waiver

English Language Proficiency Exam Waiver

The following criteria will be used to waive this examination requirement:

GRADUATE/POST-BACCALAUREATE APPLICANTS

- Earned a bachelor's (or advanced) degree from:

  - An accredited college/university in a country where **English** is the native language, or the only language of instruction at both the secondary and post-secondary levels. The countries include *Anguilla, Antigua & Barbuda, Ascension, Australia, Bahamas, Barbados, Belize, Bermuda, Botswana, British Virgin Islands, Canada (except Quebec), Cayman Islands, Dominica, England, Eritrea, Fiji, Gambia, Ghana, Gibraltar, Grenada, Guyana, Ireland, Jamaica, Kenya, Kiribati, Lesotho, Liberia, Malawi, Mauritius, Namibia, New Zealand, Nigeria, Papua New Guinea, Saint Helena, Saint Kitts & Nevis, Saint Lucia, Saint Vincent & The Grenadines, Scotland, Sierra Leone, Singapore, Solomon Islands, Swaziland, Tanzania, Tonga, Trinidad & Tobago, Tuvalu, Uganda, United States of America (U.S.), Wales, Zambia, and Zimbabwe.*

  - An accredited college/university where English is the only language of instruction.

Any questions regarding your transcripts and English Language Proficiency Exam, please contact the **Office of Graduate Admissions** directly:

Office of Admissions and Recruitment
5151 State University Drive
Los Angeles, CA 90032
(323) 343-3901 or admission@calstatela.edu

APPLICATION PROCESS AT A GLANCE

| 1 | 2 | 3 | 4 | 5 | 6 | 7 |

1 Submit your application through **Cal State Apply** (and upload your unofficial transcripts) - *$70 application fee*

2 Check to see if a **supplemental program application** to your department of interest is required

3 Send your official transcripts (and any other required documents) to the **OFFICE OF ADMISSIONS AND RECRUITMENT**

4 If applicable, send your TOEFL, IELTS, or PTE Score Report to the **OFFICE OF ADMISSIONS AND RECRUITMENT**

5 Login in to your GET account and check your "To Do" List for missing documents (*We will email you how to access GET within a week of application submission*)

6 Your **COMPLETE** application will be reviewed (by both your program department and the Office of Admissions and Recruitment)

7 You will receive your admission decision via **EMAIL**
International Students: Follow the NEXT STEPS instructions in your email to obtain your I-20 from the International Programs Office

Remember!

Upload your unofficial transcripts in Cal State Apply

&

Check if a separate supplemental application is required for your program

Click on the picture above for the Graduate Application Process at a Glance pdf.

SCHOLARSHIPS & FINANCIAL AID

For additional assistance or any other questions you may contact the Center for Student Financial Aid & Scholarships.

To learn more about tuition and fee procedures:

- https://www.calstatela.edu/sfinserv/spring-semester-2022

Funding Opportunities and Scholarships:

- http://www.calstatela.edu/graduatestudies/funding-opportunities
- http://www.calstatela.edu/financialaid/scholarships

HOUSING AND RESIDENCE LIFE

Resources are available to assist graduate students with housing. Please visit Housing and Residence Life for more details about university housing.

CAMPUS TOURS

At the beginning of your college search, a virtual tour can be a beneficial tool to explore the campus before your visit or applying. Campus tours are a great way to get to know Cal State LA.

THE I-20 ISSUANCE PROCESS FOR STUDENT VISAS

After receiving your admission notification, international students holding, or applying for an F-1 visa will be contacted by the International Programs Office via email with instructions on how to upload their required documents for the I-20 or SEVIS transfer.

To prepare for the process, please have the following items available: (1) copy of your Passport Biographical Page and (2) Financial Sponsor information and a copy of their recent bank statement (or other official letters of financial support/guarantee/scholarship). If you are currently already studying in the US, please also plan to submit: (1) copy of current Visa stamp; (2) copy of I-94; and (3) copy of I-20 or DS-2019, and Employment Authorization Document (EAD), if any.

If you have any questions about the I-20/SEVIS transfer process, please contact the International Programs Office at (323) 343-3170 or international@calstatela.edu.