



## Easy Reference to the “whole admission process” for Juniors and Seniors

### Important Websites with Pertinent Information:

- ❑ [Student Portal Login Instructions](#)
- ❑ [Deadline Dates for Admissions](#)
- ❑ [Transfer Overview](#)
- ❑ **Student Center:** <http://www.fullerton.edu> > Titan Online link > Student Center
- ❑ **Transferable Coursework from CA public institution at [ASSIST](#)**

**Mailing Address:** Admissions Office/CSUF, PO Box 6900, Fullerton, CA 92834-6900

**Contact Information:** Phone (657) 278-2300 - Fax (657) 278-7699 – [admissions@fullerton.edu](mailto:admissions@fullerton.edu)

**Hours:** 8 am- 5 pm, M-F

- ❑ **Log into your Student Center** through the Student Portal for documents needed and their deadlines. We post **important updates** in your Student Center and may send an email reminder to both your home and campus email addresses. See above for the link to instructions to log into your Student Portal and the Student Center. Have your CWID available when contacting the university.
- ❑ Know the basic admission requirements. (See below.) If you do not currently meet them, consult with your counselor immediately to rectify the missing coursework or units. All Golden 4 Coursework must be completed by the end of the spring semester for fall admission and by the end of the summer for spring admission.
- ❑ Send official transcripts when grades are posted after the fall semester for fall admission and immediately for spring admission. Allow at least four weeks from the time you request a transcript for us to receive and receipt it. Do **not** send an additional copy during this time.
- ❑ Send other documents, *i.e.* green cards or final grade cards as soon as they are available, if required.
- ❑ Familiarize yourself with the Cal State Fullerton catalog and class schedule available on line at [www.fullerton.edu](http://www.fullerton.edu).

### Basic Admission Requirements:

**We are an impacted campus and have admission criteria much higher than the minimums stated here**

- ✓ **60 transferable semester units** (90 quarter units) with a minimum average of C- completed by the beginning of the first semester of attendance at CSUF. As we are an impacted campus, applicants applying to some majors and those not having earned their majority of units at a local Orange County community college will need to meet higher GPA standards.
- ✓ Completion of **four specific General Education courses**, commonly referred to as “The Golden 4” with a C- or better.
  - Oral Communication
  - English Composition
  - Critical Thinking
  - College-level Math where the prerequisite is intermediate algebra

These must be completed at least one term before the intended semester of enrollment. **Specifically, no later than the end of the spring semester for fall enrollment or by the end of the summer term for spring enrollment.** Completion of these courses during the summer before fall entry is not acceptable.

- ✓ **Please note:** Many out-of-state and private universities do not have Oral Communication or Critical Thinking in their GE patterns. See *what constitutes an acceptable course below*. Please contact an evaluator at (657) 278-2396 to verify if a course is acceptable. You may need to supply us with a course syllabus.

Below are the criteria for acceptable Oral Comm and Critical Thinking coursework as taken from the CSU Chancellor's Office executive order:

**Oral Communication:** Approved courses are designed to emphasize the content of communication as well as the form and should provide an understanding of the psychological basis and the social significance of communication. The course should view communication as the process of human symbolic interaction from the rhetorical perspective: reasoning and advocacy, organization, critical evaluation and reporting of information in both speaking and writing. It must include active participation and practice in oral and written communication.

**Critical Thinking:** Approved courses are designed to achieve an understanding of the relationship of language to logic, which should lead to the ability to analyze, criticize, and advocate ideas, to reason inductively and deductively, and to reach factual conclusions. A deductive logic class meets this requirement as well as some English and speech courses.

### **Definition of Terms:**

- **Final grade cards** are requested for a "Golden 4" course in progress or to verify the completion of 60 units before a transcript is available. These are unofficial transcripts printed from your campus website or self-addressed postcards with your name, CWID, term, and the name of the class, the name of the college and the grade and signature of the professor, which you **submit to us before** the final transcript, is available. **Be sure** to include your full name and CWID on the document as many unofficial transcripts do not have your name on the page you print. We need the **final grades** after the final exam is graded. *We do not accept in-progress grades.* It is best to get these grade cards even if you are taking the class through Open University here at CSUF. Winter and spring grade cards should be submitted as soon as they are available. **Do not wait for the transcript.** We adhere strictly to our deadlines and final grade cards are processed differently and more expediently than transcripts. **Do not submit a transcript in lieu of the Final Grade Card, but in addition to.**
- **Official transcripts** are documents received electronically from your school or in sealed envelopes from the issuing institution either hand carried, mailed directly to us, faxed from the institution, or sent electronically. All transcripts must be official except if they are to be used as a final grade card. We destroy unofficial transcripts.
- **Unofficial transcripts** can be printouts from the institution's website or opened or copied transcripts sent or faxed to us. We will use unofficial transcripts as preliminary final grade cards or to verify self-reported information. Follow all instructions about where and how to send the unofficial transcripts as these instructions are different for each need for these documents. *Unofficial transcripts with previous work will be destroyed without being reviewed.*
- **College transcripts** for schools that you are currently attending: must have the fall grades posted for a following fall's application or spring grades posted for a following spring's application. (For example, if you are applying to fall 2015 the transcript must have fall 2014 grades on it. ***Do not send transcripts in December if you are currently attending that school as these will be destroyed and not receipted or reviewed.***) Send transcripts from previously attended schools immediately.
- **Unknown College** is the designation we use if we do not know the name of a school that is noted on another transcript or the one you put on the application is not on our lists. Send transcripts from all colleges you have attended. Contact us if you do not know what school we are requesting.
- **Final Official transcripts** must be official and include all coursework through the previous spring semester when applying for a fall semester. The deadline for the submission of these transcripts is mid-July. If you are completing the 60 unit requirement during the summer, send an additional transcript when these grades are posted. We will place a hold on your registration for your second semester pending the receipt of these final documents.
- **TOEFL:** A score of 61 on the internet-based TOEFL is required of all applicants whose language of instruction has not been English. For fall admission, the deadline is mid-January. We will review a request to waive this requirement if you will have completed at least 60 transferable semester units and all of the Golden 4 courses or have completed 3 years of high school where the medium of instruction is English. A score of 5.5 on the IELTS (International English Language Testing System) is also accepted in place of the TOEFL.

- **Nonresident Status** means the applicant is not a resident of the state of California or has not yet submitted the documentation to verify the residency status. Documentation includes alien registration cards, I94s, parents' tax forms, or a request for Nonresident Tuition Exemption (AB540). Please send these forms with your CWID to [residency@fullerton.edu](mailto:residency@fullerton.edu) for review.

**TDA- TITAN Degree Audit-** is the document in your portal that tells you what courses we have evaluated as General Education as well as other transferred courses. It will be available after you accept your admission. Many applicants are admitted on self-reported information from the application. Your units on your TDA are updated as you send and we review official transcripts from all the schools you have attended. Send in your transcripts as soon as they are final. If you are no longer attending a school, send them in as soon as possible.

### **Other Information:**

**All International Students** need to submit to the International Student Recruitment and Retention, a Financial Statement and Bank Statement prior to receiving the I-20. Please see the information and the form on line at [www.fullerton.edu/international](http://www.fullerton.edu/international).

**Accepting Admission and paying the Enrollment Deposit** is mandatory for all incoming transfers. The deadline for accepting admission and paying your deposit is **June 1**. You also will need to complete the online New Transfer Student Orientation before being allowed to register in July.

**Holds** on your record are placed when there are items missing that must be submitted before you are allowed to register for a term. They can come from many different departments on campus. The most common ones from Admissions and Records for transfers are

- **Golden 4 Course in Progress** is the need for final grade cards to verify satisfactory completion of one or more Golden 4 in progress courses.
- **GPA Units and Verification** is the need to send to unofficial transcripts to a specified email or fax number for us to review and verify the self-reported information on your application.
- **Transfer Degree Verification** is the need for documentation from you community college that you have or will have completed an Associated Degree for Transfer before the semester begins.
- **Final Official Transcript** is the need for all final documents, which should have been submitted before the beginning of the first semester of attendance. These must be complete and official. Please allow three days for the receipt and clearance of this hold when documents are hand-carried.