

# ADMISSION TO CSULB

## Choosing CSULB

CSULB's core academic mission is to graduate students with highly valued degrees. California State University, Long Beach is a nationally renowned public research university that values academic excellence, diversity and community engagement.

University Outreach and School Relations (UOSR) is the university's student recruitment and guest relations office and the primary contact point for prospective students seeking information about CSULB's admission processes, academic departments, student-support programs, and campus life.

UOSR provides application workshops for high school and transfer prospective students, adult re-entry workshops, and educational awareness programs for elementary and middle school students. UOSR also offers guided campus tours and specialized campus visits for K-12 students, parents, counselors and community groups. We encourage prospective students to explore the campus and visit our website at [www.csulb.edu](http://www.csulb.edu).

For more information, call (562) 985-5358, go to [www.csulb.edu/outreach](http://www.csulb.edu/outreach) or visit the UOSR Office at Brotman Hall, Room 289.

## Admissions Procedures and Policies

Requirements for admission to California State University, Long Beach are in accordance with Title 5, Chapter 1, Subchapter 3, of the California Code of Regulations. Complete information is available at [www.csumentor.edu/planning/](http://www.csumentor.edu/planning/).

Electronic versions of the CSU undergraduate and graduate applications are accessible at [www.csumentor.edu](http://www.csumentor.edu). The CSUMentor system allows students to browse through general information about CSU's 23 campuses, view multimedia campus presentations, send and receive electronic responses to specific questions, and apply for admission and financial aid.

Applying online via [www.csumentor.edu](http://www.csumentor.edu) is expected unless electronic submission is impossible. An acknowledgement will be sent when online applications have been submitted. Application in "hard copy" form may be obtained online via [www.csumentor.edu](http://www.csumentor.edu) as a portable data format (PDF). Application forms (in PDF) may also be downloaded from [www.calstate.edu/sas/publications](http://www.calstate.edu/sas/publications). [Paper applications should be mailed to the campus admission office(s).]

## Importance of Filing Complete, Accurate, and Authentic Application Documents

CSU, Long Beach advises prospective students that they must supply complete and accurate information on the application for admission, residency questionnaire, and financial aid forms. Further, applicants must, when requested, submit authentic and official transcripts of all previous academic work attempted. Failure to file complete, accurate, and authentic application documents may result in denial of admission, cancellation of academic credit, suspension, or expulsion (Section 41301, Article 1.1, of Title

5, California Code of Regulations).

## Undergraduate Application Procedures

Prospective students applying for part-time or full-time undergraduate programs of study must submit a completed undergraduate application. The \$55 nonrefundable application fee should be in the form of a check or money order payable to "The California State University" or by credit card and may not be transferred or used to apply to another term. An alternate major may be indicated on the application. The applications of persons denied admission to an impacted campus may be re-routed to another campus at no cost, but only if the applicant is CSU eligible.

## Readmission

Students who break attendance by not enrolling in classes each semester, and who have not filed for educational leave, must reapply for admission. Transcripts of work completed elsewhere during the absence must also be submitted. Students who left under academic disqualification must submit a "Reinstatement Petition" and an "Application for Reinstatement" with their completed application prior to June 1 for the Fall semester or November 1 for the Spring semester.

## Impacted Programs

The CSU designates programs as impacted when more applications from regularly eligible applicants are received in the initial filing period (October and November for fall terms, June for winter terms, August for spring terms, February for summer terms) than can be accommodated. Some programs are impacted at every campus on which they are offered; others are impacted only at a few campuses. Candidates for admission must meet all of the campus' specified supplementary admission criteria if applying to an impacted program or campus.

The CSU will announce during the fall filing period those campuses or programs that are impacted. Detailed information on campus and program impaction will be available at the following websites:

- [www.csumentor.edu](http://www.csumentor.edu)
- [www.calstate.edu/impactioninfo.shtml](http://www.calstate.edu/impactioninfo.shtml)
- [www.calstate.edu/sas/impaction-campus-info.shtml](http://www.calstate.edu/sas/impaction-campus-info.shtml)

Campuses will communicate supplementary admission criteria for all impacted programs to high schools and community colleges in their service area and will disseminate this information to the public through appropriate media. This information will also be published at the CSU campus individual website and made available online at [www.calstate.edu](http://www.calstate.edu).

Applicants must file applications for admission during the initial filing period. Applicants who wish to be considered at more than one campus must file an application at each campus for which they seek admission consideration.

## Supplementary Admission Criteria

Each campus with impacted programs or admission categories uses supplementary admission criteria in screening applicants. Supplementary criteria may include

rank-ordering of freshman applicants based on the CSU eligibility index or rank-ordering of transfer applicants based on verification of AA-T or AS-T degree, the overall transfer grade point average (GPA), completion of specified prerequisite courses, and a combination of campus-developed criteria. Applicants for freshman admission to impacted campuses or programs are required to submit scores on either the SAT or the ACT. For fall admission, applicants should take tests as early as possible, but no later than November or December of the preceding year.

The supplementary admission criteria used by the individual campuses to screen applicants are made available by the campuses to all applicants seeking admission to an impacted program. Details regarding the supplemental admission criteria are published at [www.calstate.edu/impactioninfo.shtml](http://www.calstate.edu/impactioninfo.shtml).

### Application Filing Periods

<u>Terms</u>	<u>Applications First Accepted</u>	<u>Initial Filing Period</u>
Summer	February 1	February 1 - 28
Fall	October 1	Oct 1 - Nov 30
Winter	June 1	June 1 - 30
Spring	August 1	August 1-31

### Filing Period Duration

Each non-impacted campus accepts applications until capacities are reached. Many campuses limit undergraduate admission in an enrollment category due to overall enrollment limits. Students applying after the initial filing period should consult the campus admissions office for current information. Similar information is conveniently available at [www.csumentor.edu/filing\\_status](http://www.csumentor.edu/filing_status).

### Application Acknowledgment

On-time applicants may expect to receive an acknowledgment from the campuses to which they have applied within two to four weeks of filing the application. The notice may also include a request that applicants submit additional records necessary to evaluate academic qualifications. Applicants may be assured of admission if the evaluation of relevant qualifications indicates that applicants meet CSU admission requirements, and in the case of admission impactation, supplemental criteria for admission to an impacted program. Unless specific written approval/confirmation is received, an offer of admission is not transferable to another term or to another campus.

### Undergraduate Requirement Deadlines

Prior to matriculation (official registration as a CSULB-admitted student), students must complete, by published deadlines, admission requirements — including subject requirements, unit minimums, grade-point averages, final transcript and testing requirements. Refer to the Enrollment Services web site ([www.csulb.edu/enrollment](http://www.csulb.edu/enrollment)) for current requirements.

### Intrasystem and Intersystem Enrollment Programs

Fully matriculated students enrolled at any CSU campus have access to courses at other CSU campuses on a space available basis unless those campuses/programs are impacted. This access is offered without students being required to be formally admitted to the host campus and in

most cases without paying additional fees. Students should consult their home campus academic advisors to determine how such courses may apply to their specific degree programs before enrolling at the host campus.

There are two programs for enrollment within the CSU and one for enrollment between CSU and the University of California or California Community Colleges. Additional information about these programs is available from the Office of Enrollment Services.

**CSU Fully Online Courses** – Matriculated students in good standing may request enrollment in one course per term, offered by a CSU host campus. Enrollment requests will be granted based on available space, as well as completion of any stated prerequisites. Credit earned at the host campus is electronically reported to the student's home campus to be included on the student's transcript at the home campus.

**CSU Visitor Enrollment** – matriculated students in good standing enrolled at one CSU campus may enroll on a space available basis at another CSU campus for one term. Credit earned at the host campus is reported at the student's request to the home campus to be included on the student's transcript at the home campus.

**Intersystem Cross Enrollment** – matriculated CSU, UC, or community college students may enroll on a "space available" basis for one course per term at another CSU, UC, or community college and request that a transcript of record be sent to the home campus.

### Concurrent Enrollment Within the CSU

All CSULB students wishing to enroll concurrently at CSULB and one of the other 23 California State University campuses must request permission to do so from the Office of Enrollment Services. Concurrent enrollment within the California State University system is limited to students who have completed a minimum of 12 units at CSULB, have a minimum 2.0 grade-point average, are in good academic standing and have paid fees at CSULB for 12 units or more regardless of the total number of units earned at both campuses. No additional fees may be collected after the last day to add classes. Concurrent Enrollment is subject to space availability and registration priority policies at the host campus.

No graduate student may register concurrently at this and any other collegiate institution without advance permission. Permission may be given for concurrent enrollment at CSULB and other institutions if recommended by the department graduate advisor and approved by the Dean of the appropriate college. Forms for concurrent enrollment may be obtained from the college office. When such permission is granted, the academic load at CSULB must be reduced accordingly.

### Visitor Enrollment Within the CSU

Students enrolled in any CSU campus may apply to transfer temporarily to another CSU campus in Visitor status, if they have (1) completed 12 units at the home campus, (2) have earned at least a 2.0 cumulative GPA at the home campus, (3) are in good academic standing at the home campus, and (4) are eligible to register under continuing status at the home campus. Approval for visitor enrollment is valid for one term only and is subject to

the host campus policies including application deadlines, space availability, and registration priority. Details and Visitor Enrollment Applications are available at the Office of Enrollment Services. Students from other CSU campuses seeking visitor status at CSULB must also contact their home registration office for additional information.

### **Enrollment of Non-matriculated Students**

Applicants not admissible at this time under any of the preceding categories could enroll in another institution, such as a community college, to prepare for admissibility at a future date. Non-matriculated students may be able to avail themselves of programs in the College of Continuing and Professional Education.

Open University (Concurrent Enrollment) — Through Open University, students who are NOT matriculated in CSULB may take regular university classes during spring or fall semesters for academic credit on a "space available" basis with permission of the department chair and the course instructor. Open University enrollment does NOT constitute admission to CSULB. For more information call the College of Continuing and Professional Education at (562) 985-5561.

### **Summer Sessions, May Intersession, and Winter Session Students**

Summer, May, and Winter Session enrollment is open to all matriculated CSULB students and all non-matriculated students such as prospective students, students from other colleges and universities, and interested individuals from the community. No application or admissions process is required for summer and winter registration.

CSULB does not admit matriculated students to start in the Winter, May, or Summer Session. Registration in Winter, May, or Summer as a non-matriculated student does not ensure the privilege of enrolling in the fall or spring semester as a matriculated student. To register for Winter, May, or Summer Session courses, students should contact the College of Continuing and Professional Education at (800) 963-2250.

## **Freshman Applicants**

### **Preparation and Eligibility**

California State University, Long Beach continues to be the 'University of Choice' for a talented and diverse group of California's best and brightest students. CSULB continues to receive more first-time freshman applicants than can be accommodated. To maintain the academic quality of CSULB academic programs and services, supplemental admissions criteria; are applied to first-time freshman applicants. First-time freshmen must:

- Apply on time. Apply between October 1 and November 30.
- Take the SAT 1 or ACT no later than December and request scores be sent to CSULB as soon as they are available.
- Complete the CSU required 15 unit college preparatory "a-g" subjects prior to graduation.
- Perform well – earn the best grades possible (including the senior year).
- Pursue a back up plan should they not be offered admission to CSULB.

The offer of admission is confirmed when the university

verifies that applicants have a CSULB qualifiable minimum eligibility index and will have completed the comprehensive pattern of college preparatory "a-g" subjects.

### **Eligibility Index**

The eligibility index is the combination of the high school grade-point average and scores on either the ACT or the SAT. Grade-point averages (GPA) are based on grades earned in courses taken during the final three years of high school. Included in calculation of GPA are grades earned in all college preparatory "a-g" subject requirements with bonus points for approved honors courses (excluding physical education and military science).

Up to eight semesters of honors courses taken in the last two years of high school, including up to two approved courses taken in the tenth grade, can be accepted. Each unit of "A" in an honors course will receive a total of 5 points; with 4 points for a "B;" and 3 points for a "C."

A CSU Eligibility Index (EI) can be calculated by multiplying a grade-point average by 800 and adding the total of *the mathematics and critical reading scores* of the SAT. Students who took the ACT, multiply the grade-point average by 200 and add ten times the ACT composite score. Persons who are California high school graduates (or residents of California for tuition purposes) need a minimum index of 2900 using the SAT I or 694 using the ACT to be considered for admission.

For admission to terms during the 2016-2017 college year, the university has no plans to include the writing scores from either of the admissions tests in the computation of the CSU Eligibility Index.

Persons who neither graduated from a California high school nor are residents of California for tuition purposes, need a minimum index of 3502 (SAT) or 842 ACT.

California State University, Long Beach requires all applicants for freshman admission to submit test scores from the SAT I or ACT, regardless of their high school grade-point average. No freshman applicants will be admitted who have not submitted the required test scores.

Graduates of secondary schools in foreign countries must be judged to have academic preparation and abilities equivalent to applicants eligible under this section.

### **Subject Requirements**

The California State University requires that first-time freshman applicants complete, with grades of "C" or higher, a comprehensive pattern of college preparatory study totaling 15 units. A "unit" is one year of study in high school.

- 2 years of social science, including 1 year of U.S. history, or U.S. history and government
- 4 years of English
- 3 years of math (algebra, geometry and intermediate algebra)
- 2 years of laboratory science (1 biological & 1 physical, both must have laboratory instruction)
- 2 years in the same foreign language (subject to waiver for applicants demonstrating equivalent competence)
- 1 year of visual and performing arts: art, dance, drama/theater, or music
- 1 year of electives: selected from English, advanced mathematics, social science, history, laboratory science, foreign language, visual and performing arts or other

courses approved and included on the UC/CSU “a-g” list

### **Foreign Language Waiver**

The foreign language subject requirement may be satisfied by applicants who demonstrate competence in a language other than English equivalent to or higher than that expected of students who complete two years of foreign language study. Students should consult with their school counselor or any CSU campus admission or relations with schools office for further information.

### **Special Admission Consideration for Students with Disabilities**

The Special Admission process is a means by which applicants, who may not meet the California State University Long Beach (CSULB) admission requirements due to disability, but who are “**otherwise qualified**,” may request special consideration for admission. The Disabled Student Services (DSS) Special Admission Committee facilitates this process by consulting with Enrollment Services while providing additional information about each applicant's special circumstances. It is the committee's function to evaluate disability documentation using guidelines established by the California State University (CSU) system. All applicants are reviewed on a case-by-case basis. For more information call (562) 985-4430 or visit [www.csulb.edu/sbp](http://www.csulb.edu/sbp).

### **High School Students — Young Scholars Program**

High school students may be considered for enrollment in certain special programs if recommended by the principal and the appropriate campus department chair and if preparation is equivalent to that required of eligible California high school graduates. Such admission is only for a given specific program and does not constitute a right to continued enrollment. More information is available from the Office of University Outreach and School Relations at (562) 985-5358 or [www.csulb.edu/outreach](http://www.csulb.edu/outreach).

### **Honors Courses**

Grades; in up to eight semester courses designated as honors courses in approved subjects and taken in the last two years of high school, receive additional points in grade-point average calculations. Each unit of A in approved courses will receive a total of 5 points; B, 4 points; C, 3 points; D, 1 point; and none for F grades.

### **Provisional Admission**

California State University, Long Beach may provisionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and planned coursework for the senior year. The campus will monitor the final terms of study to ensure that admitted students complete their secondary school studies satisfactorily, including the required college preparatory subjects, and graduate from high school. Students are required to submit an official transcript after graduation to certify that all course work has been satisfactorily completed. Official high school transcripts must be received prior to deadline set by the University. In no case may documentation of high school graduation be received any later than the census date for a student's first term of CSU enrollment. A campus may rescind admission decisions, cancel financial aid awards, withdraw housing contracts and cancel any University registration for students who

are found to be ineligible after the final transcript has been evaluated.

Applicants will qualify for regular (non-provisional) admission when the University verifies that they have graduated and received a diploma from high school, have a qualifiable minimum eligibility index, have completed the comprehensive pattern of college preparatory “a-g” subjects, and, if applying to an impacted program or campus, have met all supplementary criteria.

The CSU uses only the ACT composite score or the SAT mathematics and critical reading scores in its admission eligibility equation. The SAT or ACT writing scores are not currently used by CSU campuses.

### **Transfer Policies of CSU Campuses**

Most commonly, college level credits earned from an institution of higher education accredited by a regional accrediting agency are accepted for transfer to campuses of the CSU; however, authority for decisions regarding the transfer of undergraduate credits is delegated to each CSU campus.

California Community Colleges and other authorized certifying institutions can certify up to 39 semester (58.5 quarter) units of General Education-Breadth (GE-Breadth) or 37 semester (55.5 quarter) units of the Intersegmental General Education Transfer Curriculum (IGETC) for transfer students to fulfill lower-division general education requirements for any CSU campus prior to transfer.

“Certification” is the official notification from a California Community College or authorized institution that a transfer student has completed courses fulfilling lower-division general education requirements. The CSU GE-Breadth and the Intersegmental General Education Transfer Curriculum (IGETC) certification course lists for particular community colleges can be accessed at [www.assist.org](http://www.assist.org).

CSU campuses may enter into course-to-course or program-to-program articulation agreements with other CSU campuses and any or all of the California Community Colleges, and other regionally accredited institutions. Established CSU and California Community College articulations may be found on [www.assist.org](http://www.assist.org). Students may be permitted to transfer no more than 70 semester (105 quarter) units to a CSU campus from an institution that does not offer bachelor's degrees or their equivalents, for example, community colleges. Given the university's 30-semester (45-quarter) unit residency requirement, no more than a total of 90-semester (135-quarter) units may be transferred into the University from all sources.

### **Transfer Requirements**

Applicants who have completed fewer than 60 transferable semester college units (fewer than 90 quarter units) are considered lower-division transfer students. Applicants who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper-division transfer students. Applicants who complete college units during high school or through the summer immediately following high school graduation are considered first-time freshmen and must meet the CSU minimum eligibility requirements for first-time freshman admission. Transferable courses are those designated for baccalaureate credit by the college or University offering the courses and accepted as such by the campus to which the applicant seeks admission.

## Lower Division Transfer Requirements

Generally, applicants will qualify for CSU admission consideration as a lower-division transfer if they have a cumulative grade point average of at least 2.0 in all transferable units attempted.

1. Will meet the freshman admission requirements (grade point average and subject requirements) in effect for the term to which they are applying (see “Freshman Requirements” section); or
2. Were eligible as a freshman at the time of high school graduation except for missing college preparatory subject requirements, have been in continuous attendance in an accredited college since high school graduation, and have made up the missing subject requirements with a 2.0 or better GPA.

Applicants who graduated from high school prior to 1988 should contact the admission office to inquire about alternative admission programs.

Lower-division applicants who did not complete subject requirements while in high school may make up missing subjects in any of the following ways:

1. Complete appropriate courses with a C or better in adult school or high school summer sessions.
2. Complete appropriate college courses with a C or better. One college course of at least three semester or four quarter units will be considered equivalent to one year of high school study.
3. Earn acceptable scores on specified examinations, e.g., SAT subject tests.

Please consult with the CSU campus admission office, to which you are applying for further information about alternative ways to satisfy the subject requirements.

Due to increased enrollment demands, most CSU campuses do not admit lower-division transfer applicants.

## Upper-Division Transfer Requirements

Generally, applicants will qualify for consideration for upper-division transfer admission if they meet all of the following requirements:

1. Cumulative grade point average of at least 2.0 in all transferable units attempted;
2. In good standing at the last college or university attended; and
3. Completed at least sixty (60) transferable semester (90 quarter) units of college level coursework with a grade point average of 2.0 or higher and a grade C or better in each course used to meet the CSU general education requirements in written communication, oral communication, critical thinking, and quantitative reasoning, e.g. mathematics.

The 60 units must include at least 30 units of courses which meet CSU general education requirement, including all of the general education requirements in communication in the English language (both oral and written) and critical thinking and the requirement in mathematics/quantitative

reasoning (usually 3 semester units) OR the Intersegmental General Education Transfer Curriculum (IGETC) requirements in English communication and mathematical concepts and quantitative reasoning.

## Associate Degrees for Transfer (AA-T or AS-T)

The Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees offered at the California Community Colleges (CCC) are designed to provide California Community College students a clear transfer preparation and admission pathway to those CSU degree majors deemed similar. Those students who complete these transfer degrees and who are admitted to a similar CSU major program or option for that discipline will be able to complete the Baccalaureate Degree within 60 semester or 90 quarter units providing that all remaining required courses are completed successfully without a break in attendance and providing that no supplemental courses for minors or areas of emphasis are undertaken.

California Community College students who earn an associate degree for transfer (AA-T or AS-T) are guaranteed admission with junior standing to the California State University but not to any particular campus or program. Because several CSU campuses are receiving more transfer applications from eligible students than can be accommodated, these campuses have declared impaction resulting in higher admission criteria. See more on impaction at [www.calstate.edu/SAS/impactioninfo.shtml](http://www.calstate.edu/SAS/impactioninfo.shtml). However, transfer students who earn the AA-T or AS-T degrees, are given priority admission over other transfer applicants when applying to a non-impacted CSU campus or to a non-impacted program from a community college within the local admission area of the campus. These students are also given priority admission consideration when applying from a community college that is outside the local admission area of an impacted CSU campus or when applying to a similar program that is impacted at any CSU campus. A current list of CSU degree programs that have been deemed similar to the associate degrees for transfer can be found at [www.calstate.edu/transfer/adt-search](http://www.calstate.edu/transfer/adt-search).

Those students who earn associate degrees for transfer and apply to a CSU campus but cannot be admitted due to impaction will be redirected to another CSU campus and offered admission for the same term. In order to qualify for the priority admission guarantee, transfer applicants must be conferred an approved Associate Degree for Transfer (AA-T/AS-T) by a California Community College, must apply for admission to California State University campuses for an open term by the published deadline, submit all requested transcripts and documents, meet CSU admission eligibility requirements for the campus and/or program, and must comply with any other prescribed admission requirements. It is the responsibility of these transfer students to provide documentation about the completion of the degree to each CSU campus that has received an application for admission.

## Provisional Admission

California State University, Long Beach may provisionally or conditionally admit transfer applicants based on their academic preparation and courses planned for completion. The campus will monitor the final terms to ensure that those admitted complete all required courses satisfactorily. All

accepted applicants are required to submit an official transcript of all college level work completed. Campuses may rescind admission for any student who is found to be ineligible after the final transcript has been evaluated. In no case may such documents be received and validated by the University any later than a student's registration for their second term of CSU enrollment.

## International Student Applicants

The International Admissions component of the Center for International Education assists academically eligible international students to apply for admission to the University, and advises them of CSULB's financial, immigration and English language requirements. Throughout the students' attendance, the International Student Services staff is involved in their registration, evaluation of transfer credit, changes of majors, and graduation checks. Students are also counseled regarding their field of study requirements, which vary at both the undergraduate and graduate levels.

### International (Foreign) Admission Requirements

The CSU must assess the academic preparation of foreign students. For this purpose, "foreign students" include those who hold U.S. temporary visas as students, exchange visitors, or in other nonimmigrant classifications. Application requests and questions should be directed to International Admissions (cie-admission@csulb.edu), located in the Center for International Education (BH 201).

The CSU uses separate requirements and application filing dates in the admission of international students. Verification of English proficiency (see the section on the English Language Requirement for undergraduate applicants) and academic performance are each important considerations for admission.

International students need to complete the International application on CSUMentor ([www.csumentor.edu](http://www.csumentor.edu)). The following documents are required:

1. International application form;
2. \$55.00 application processing fee;
3. Affidavit of support from financial sponsor;
4. Bank statement/letter from financial sponsor;
5. Proof of acceptable English proficiency;
6. Official academic documents and certified English translations;
7. ACT or SAT (required for student athletes and graduates of U.S. high schools);

Once all the documents are submitted to the International Admission Office, eligibility for admission will be determined based on English proficiency and academic history, as well as other considerations. Graduate applications will also be forwarded to the graduate departments for review. Once admitted, international students will receive pre-arrival, arrival, and orientation information, and the appropriate immigration form and instructions on how to legally enter and/or remain in the U.S.:

The Department of Homeland Security (DHS) requires that international students be aware of and follow DHS regulations to remain legally in the U.S. for the duration of

their academic status. International students on "F" and "J" visas must be enrolled as full time students. Courses taken through the College of Continuing and Professional Education at CSULB or courses taken concurrently at other colleges may only count toward full time status when approved in advance of course registration by the Center for International Education. Questions about DHS policies may be directed to the Center for International Education.

### TOEFL Requirement

All undergraduate applicants whose native language is not English and who have not attended schools at the secondary level or above for at least three years full time where English is the principal language of instruction, must present a minimum score (Paper: 500, iBT: 61) unless the applicant:

1. has proof of at least three years attendance at a secondary level educational institution in a country where English was the principal language of instruction.\* CSULB interprets "where English was the principal language of instruction" to mean that a school is located in a country where English is the native language (the daily medium of communication of the majority of residents is English), and that the students receive academic instruction in all subjects (except foreign language courses) at all levels of education in English, or
2. completed at least 60 transferable units from accredited U.S. community colleges and/or universities and earned a grade of A, B, or C in English 100 or its equivalent\*, or
3. successfully completed Level 4 of CSULB's American Language Institute's Intensive English Language Program.\*
4. presents a minimum score of 5.5 in each sub-section on the International English Language Testing System (IELTS).
5. presents a minimum score of 43 on the Pearson Test of English.
6. presents a minimum score of Pre-1 on the EIKEN Test.

Undergraduate applicants who are U.S. Citizens or Permanent Residents of the U.S. and who are subject to the above TOEFL requirement may submit results from the English Language Proficiency Test (ELPT) in lieu of TOEFL. A score of 954 on the ELPT is required of such applicants.

EXCEPTION: Applicants applying for Film and Electronic Arts, which requires a 550 TOEFL score, and Journalism, which requires a 600 TOEFL score, will not be waived from the TOEFL requirement.

\*For this exemption to remain valid, once having met the exemption, the student must not have left the U.S.A. for more than two years to reside or study in a country where English is not the predominant language of business, education and day-to-day societal functions.

### Insurance Requirement

Effective August 1, 1995, as a condition of receiving an I-20 or DS-2019 form, all F-1 and J-1 visa applicants must agree to obtain and maintain health insurance as a condition of registration and continued enrollment in the California State University. Such insurance must be in amounts as specified by the United States Department of State and NAFSA:

Association of International Educators. The campus President or designee will determine which insurance policies meet these criteria. Further information may be obtained from the Center for International Education, Brotman Hall 201, (562) 985-4106.

## Special Consideration

A very limited number of applicants who do not meet regular admission requirements may be considered by the University through an alternate screening process. As part of this review, admission may be offered based on institutional interests, special talents, or special circumstances. The authority to grant special admission is delegated to the Associate Vice President for Enrollment Services based on the recommendations of the appropriate campus committees.

## Admission as a Candidate for a Second Baccalaureate Degree

CSULB accepts applicants for a second B.A./B.S. in science, math, engineering, foreign languages and nursing. Candidates for a second baccalaureate degree should apply using the graduate application.

## Graduate and Post-Baccalaureate Application Procedures

All graduate and post-baccalaureate applicants (e.g., Ed.D., joint Ph.D. applicants, master's degree applicants, those seeking educational credentials or certificates, and where permitted, holders of baccalaureate degrees interested in taking courses for personal or professional growth) must file a complete graduate application as described in the graduate and post-baccalaureate admission materials at [www.csumentor.edu](http://www.csumentor.edu). Applicants seeking a second bachelor's degree should submit the graduate application for admission unless specifically requested to do otherwise. Applicants who completed undergraduate degree requirements and graduated the preceding term are also required to complete and submit an application and the \$55 nonrefundable application fee. Since applicants for post-baccalaureate programs may be limited to the choice of a single campus on each application, re-routing to alternate campuses or later changes of campus choice are not guaranteed. To be assured of initial consideration by more than one campus, it is necessary to submit separate applications (including fees) to each. Applications submitted by way of [www.csumentor.edu](http://www.csumentor.edu) are expected unless submission of an electronic application is impossible. An electronic version of the CSU graduate application is available at [www.csumentor.edu](http://www.csumentor.edu).

## Graduate and Post-Baccalaureate Admission Requirements

Graduate and post-baccalaureate applicants may apply for a degree objective, a credential or certificate objective; or, where approved, may have no program objective. Depending on the objective, the CSU will consider an application for admission as follows:

- General Requirements — The minimum requirements for admission to graduate and post baccalaureate studies at a California State University campus are in accordance with university regulations as well as Title 5, Chapter 1, Subchapter 3 of the California Code of Regulations.
- Specifically, a student shall at the time of enrollment: (1) have completed a four-year college course of study and hold an acceptable baccalaureate degree from an institution accredited by a regional accrediting association, or shall have completed equivalent academic preparation as determined by appropriate campus authorities; (2) be in

good academic standing at the last college or university attended; (3) have earned a grade point average of at least 2.5 on the last degree completed by the candidate or have attained a grade point average of at least 2.5 (A=4.0) in the last 60 semester (90 quarter) units attempted; and (4) satisfactorily meet the professional, personal, scholastic, and other standards for graduate study, including qualifying examinations, as appropriate campus authorities may prescribe. In unusual circumstances, a campus may make exceptions to these criteria.

Students who meet the minimum requirements for graduate and post-baccalaureate studies may be considered for admission in one of the four following categories:

- Graduate Classified – To pursue a graduate degree, applicants are required to fulfill all of the professional, personal, scholastic, and other standards, including qualifying examinations, prescribed by the campus; or
- Graduate Conditionally Classified – Applicants may be admitted to a graduate degree program in this category if, in the opinion of appropriate campus authority, deficiencies may be remedied by additional preparation; or
- Post-Baccalaureate Classified, e.g. admission to an education credential program – Persons wishing to enroll in a credential or certificate program, will be required to satisfy additional professional, personal, scholastic, and other standards, including qualifying examinations, prescribed by the campus; or
- Post-Baccalaureate Unclassified – To enroll in undergraduate courses as preparation for advanced degree programs or to enroll in graduate courses for professional or personal growth, applicants must be admitted as post-baccalaureate unclassified students. By meeting the general requirements, applicants are eligible for admission as post-baccalaureate unclassified students. Admission in this status does not constitute admission to, or assurance of consideration for admission to, any graduate degree or credential program (Most CSU campuses do not offer admission to unclassified post-baccalaureate students).

These and other CSU admission requirements are subject to change as policies are revised and laws are amended. The CSU website [www.calstate.edu](http://www.calstate.edu) and the CSU admissions portal [www.csumentor.edu](http://www.csumentor.edu) are good sources of the most up-to-date information.

## Graduate and Post-Baccalaureate English Language Requirement

All graduate and post-baccalaureate applicants, regardless of citizenship, whose native language is not English and whose preparatory education was principally in a language other than English must demonstrate competence in English. Those who do not possess a bachelor's degree from a postsecondary institution where English is the principal language of instruction must receive a minimum score, some programs require a higher score, on the Test of English as a Foreign Language (Paper-Based Test: 550, Internet-Based Test: 80), unless the

applicant:

1. Submits proof of having obtained a bachelor's degree from an accredited post-secondary institution where English was the principal language of instruction. CSULB interprets "where English is the principal language of instruction" to mean that a school is located in a country where English is the native language (the daily medium of communication of the majority of residents is English), and the applicant received academic instruction in all subjects (except foreign language courses) at all levels of education in English, or
2. Notification from CSULB's American Language Institute that the applicant has successfully completed level 6 of the American Language Institute Program.

NOTE: Several CSU campuses may use alternative methods for assessing fluency in English including Pearson Test of English Academic (PTE Academic), the International English Language Testing System (IELTS), and the International Test of English Proficiency (ITEP).

EXCEPTION: Applicants applying for Public Policy and Administration, which requires a 600 TOEFL, will not be waived from the TOEFL requirement. Also, for this exemption to remain valid for other students, once having met the exemption, the student must not have left the U.S.A. for more than two years to reside or study in a country where English is not the predominant language of business, education and day-to-day societal functions.

## Application to Credential Programs

Students planning to enroll in credential programs must also file an application for admission to the University.

Information on application to credential programs is available from the appropriate department or program coordinator.

Note: Some programs have established application periods each year which are separate from the University application periods and process.

## Auditors

Persons who have not been accepted by the University for the semester they wish to attend may request permission to audit courses through College of Continuing and Professional Education.

Students who have been accepted by the University may audit courses. See the regulation under "Grades and Administrative Symbols." The deadline to declare an "audit" grade option is the end of the third week of instruction. Follow the instructions in the *Schedule of Classes* for requesting a course as an "audit" grading option. At the end of the semester the instructor will assign an "audit" grade to the official grade sheet which will be forwarded to the Office of Enrollment Services for recording. Courses taken for audit may be repeated in subsequent terms for credit.

Courses successfully audited are listed on the student's academic record but carry no credit or grade points.

## Returning and Transfer Students

Returning students must reapply to the University under the same conditions and deadlines as all other applicants.

Students who have not maintained continuous attendance status shall be subject to the General Education requirements in effect at the time of their reentry to the

university, with the following exceptions:

Previous CSULB students who were under earlier General Education requirements and who before breaking continuous attendance needed no more than three additional courses to complete the entire General Education requirement shall be allowed to complete the General Education requirement in effect at the time of the previous attendance. However, all students must complete at least 9 units of upper division General Education courses, of which a minimum of 6 units must be Capstone courses.

Previous CSULB students who were under the earlier General Education requirements and who before breaking continuous attendance completed one or more upper-division GE courses shall be required to complete additional Capstone courses as needed to complete the total of 9 upper-division units. At least two of the courses in the overall program must be Capstone courses.

Transfer students who enter CSULB with full GE certification from a California Community College must complete both the Human Diversity in the U.S. and the Global Issues requirements if these requirements were not met through transfer, but these students need not complete any other GE courses except the Capstone, which cannot be met through transfer from a community college. Transfer students who enter CSULB without full GE certification from a California Community College must complete the CSULB General Education requirements.

## Hardship Petitions

The campus has established procedures for consideration of qualified applicants who would be faced with extreme hardship if not admitted. Petitioners should write the campus Office of Enrollment Services regarding specific policies governing hardship admission. (See Admissions Procedures and Policies at the beginning of this section.)

## Early Start Program

Entering resident freshmen who are not proficient in math or English will need to start the remediation process before their first regular term.

The goals of the Early Start Program are to:

- Better prepare students in math and English, before the fall semester of freshman year;
- Add an important and timely assessment tool in preparing students for college; and
- Improve students' chances of successful completion of a college degree.

Entering freshmen who are not proficient in math or English, as determined by their ELM and EPT scores, are required to participate in Early Start. Participation provides new students with an opportunity to begin to integrate into campus life and possibly improve their placement in Fall math or English classes. Students who take 3-unit extended Early Start courses often require less developmental coursework and may start the fall ready for General Education math and writing.

Newly admitted freshmen who are required to participate in Early Start will be notified of the requirement and options for completion as part of campus email

communications to newly admitted students.

## Adult Students

As an alternative to regular admission criteria, an applicant who is 25 years of age or older may be considered for admission as an adult student if he or she meets all of the following conditions:

1. Possesses a high school diploma (or has established equivalence through either the General Educational Development or California High School Proficiency Examinations)
2. Has not been enrolled in college as a full-time student for more than one term during the past five years
3. If there has been any college attendance in the last five years, has earned a C average or better in all college work attempted

Consideration will be based upon a judgment as to whether the applicant is as likely to succeed as a regularly admitted freshman or transfer student and will include an assessment of basic skills in the English language and mathematical computation.

## Senior Citizen Education Program

The Senior Citizen Education Program enables eligible California residents 60 years of age or older to enroll as regular students at a cost of \$3.00 per semester. The program, which was founded at CSULB, has been in operation since 1975. Individuals are attending courses in a variety of subject areas and class levels from freshman through graduate standing.

Note: Regular admission standards apply. Requests to waive the application filing fee must accompany the application. Once admitted to the University, students will be sent registration information advising them of the procedures for fee payment and the dates that they may register. Courses are available to program participants approximately three weeks before the beginning of each semester on a "space available" basis. Due to high enrollment and impacted programs some courses may not be available for participation by Senior Citizens.

Participants in the Senior Citizen Education Program are required to maintain good academic standing and are subject to all university policies, procedures, late fee payments and deadlines.

## Test Requirements

The office of Testing, Evaluation and Assessment administers local, state and national tests for placement and certification. Test programs currently offered include the SAT, ACT, EPT/ELM, WPE, and Chemistry 111A.

Freshman and transfer applicants who have fewer than 60 semester or 90 quarter units of transferable college credit are strongly encouraged to submit scores, unless exempt (see "Eligibility Index"), from either the ACT or the SAT of the College Board. Persons who apply to an impacted program may be required to submit test scores and should take the test no later than November or December. Test scores also are used for advising and placement purposes. Registration forms and dates for the SAT or ACT are available from school or college counselors or from a CSU campus testing office.

For information about the CSULB Testing, Evaluation and Assessment Department, please see: <http://www.csulb.edu/divisions/students/testing/>.

Students also may contact:

The College Board (SAT) (609) 771-7588 Registration Unit, Box 6200 Princeton, NJ 08541-6200 <a href="http://www.collegeboard.org">www.collegeboard.org</a>	ACT Registration Unit (319) 337-1270 P.O. Box 414 Iowa City, Iowa 52240 <a href="http://www.act.org">www.act.org</a>
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The office of Testing, Evaluation and Assessment at CSULB is located in Brotman Hall 216. For information, phone (562) 985-4007, FAX (562) 985-2415, or visit the Testing Office website at [www.csulb.edu/testing](http://www.csulb.edu/testing).

## English Language Requirement

All undergraduate applicants whose native language is not English and who have not attended schools at the secondary level or above for at least three years full time where English is the principal language of instruction must present a score of 61 (iBt) or above on the Test of English as a Foreign Language (TOEFL). Some majors and colleges may require a score higher than 61. A few colleges may also use alternative methods of assessing English fluency: Pearson Test of English Academic (PTE Academic), the International English Language Testing System (IELTS), and the International Test of English Proficiency (ITEP).

Each campus will posts the tests it accepts on its website and will notify applicants about the tests it accepts and when to submit scores.

The CSU minimum TOEFL standards are:

Undergraduate	61 - Internet	500 - Paper
Graduate	80 - Internet	550 - Paper

## Systemwide Placement Test Requirements

The CSU requires that each entering undergraduate, except those who qualify for an exemption, take the CSU Entry Level Mathematics (ELM) examination and the CSU English Placement Test (EPT) prior to enrollment. These placement tests are not a condition for admission to the CSU, but they are a condition of enrollment. These examinations are designed to identify entering students who may need additional support in acquiring college entry-level English and mathematics skills necessary to succeed in CSU baccalaureate-level courses. Undergraduate students who do not demonstrate college-level skills both in English and in mathematics will be placed in appropriate remedial programs and activities during the first term of their enrollment. Students placed in remedial programs in either English or mathematics must complete all remediation in their first year of enrollment. Failure to complete remediation by the end of the first year may result in denial of enrollment for future terms. Students register for the EPT ([www.csuenglishsuccess.org/ept](http://www.csuenglishsuccess.org/ept)) and/or ELM ([www.csumathsuccess.org/elm\\_exam](http://www.csumathsuccess.org/elm_exam)). Campus may establish deadlines by which new students must register for and/or take placement exams as a requirement for enrollment.

For further information about test programs at CSULB, call (562) 985-4007, go to [www.csulb.edu/testing](http://www.csulb.edu/testing) or go to Brotman Hall, Room 216.

### **English Placement Test (EPT)**

The English Placement Test (EPT) is designed to assess the level of reading and writing skills of students entering the California State University. The CSU EPT must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 147 or above on the EPT will be placed in college-level composition classes.

Exemptions from the EPT are granted to students who provide proof of one of the following:

- A score of 500 or above on the critical reading section of the College Board SAT Reasoning Test
- A score of 22 or above on the American College Testing (ACT) English Test
- A score of 3 or above on either the Language and Composition or Composition and Literature examination of the College Board Scholastic Advanced Placement Program
- Completion of a course that transfers to a CSU and satisfies the requirement in Qualitative Reasoning, provided such a course was completed with a grade of C or better
- A result of Standard Exceeded: Ready for CSU college-level coursework in English on the California Assessment of Student Performance and Progress (CAASPP) exam

The following Conditionally Ready statuses require students to continue their preparation in the 12th grade by completing an approved English course with a grade of C or better. Students that do not meet the conditional requirement will need to participate in the CSU's Early Start Program, unless exemption was met through another pathway.

- 460-490 on the Critical Reading portion of the SAT Reasoning Test
- 19-21 on the English portion of the ACT Test
- A result of Standard Met: Conditionally Ready for college-level coursework in English on the CAASPP exam

### **Entry-Level Mathematics (ELM) Examination**

The Entry Level Mathematics (ELM) Examination is designed to assess and measure the level of mathematics skills acquired through three years of rigorous college preparatory mathematics coursework (Algebra I and II, and Geometry) of students entering the California State University (CSU). The CSU ELM must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 50 or above on the ELM will be placed in college-level mathematics classes.

Exemptions from the ELM are granted to students who provide proof of one of the following:

- A score of 550 or above on the mathematics section of the College Board SAT Reasoning Test
- A score of 550 or above on a College Board SAT Subject Test in Mathematics (level 1 or level 2)
- A score of 23 or above on the American College Testing (ACT) Mathematics Test
- A score of 3 or above on the College Board Advanced

- Placement Calculus AB or Calculus BC exam
- A score of 3 or above on the College Board Advanced Placement Statistics examination
- Completion and transfer to CSU of a college course that satisfies the requirement in Quantitative Reasoning, provided such a course was completed with a grade of C or better
- A result of Standard Exceeded: Ready for CSU college-level coursework in mathematics on the California Assessment of Student Performance and Progress (CAASPP) exam

The following Conditionally Ready statuses require students to continue their preparation in the 12th grade by completing an approved math course with a grade of C or better. Students that do not meet the conditional requirement will need to participate in the CSU's Early Start Program, unless exemption was met through another pathway.

- 490-540 on the Mathematics portion of the SAT Reasoning Test
- 20-22 on the Mathematics portion of the ACT exam
- A result of Standard Met: Conditionally Ready for college-level coursework in mathematics on the CAASPP exam

### **Advanced Placement Credit**

California State University, Long Beach grants credit toward its undergraduate degrees for successful completion of examinations of the Advanced Placement (AP) Program of the College Board. Students who present scores of three or better will be granted up to six semester units (nine quarter units) of college credit for each AP course. Refer to the Advanced Placement Examination Credit table in the Academic Information section of this Catalog.

More specific information is available from the Office of Enrollment Services at (562) 985-5471 or a student's major department.

### **International Baccalaureate Credit**

Students with scores of 5 or higher (4 in certain subjects) in International Baccalaureate Higher Level courses will be awarded baccalaureate credit of 4 to 10 units, depending on course equivalency. Applicants to CSULB who wish to obtain lower-division course credit for completed International Baccalaureate Higher Level examinations must submit an official IB transcript. Course equivalency for Higher Level examinations completed with satisfactory scores is listed in the International Baccalaureate Examination Credit table in the Academic Information section of this catalog.

For questions or information, please call the Office of Enrollment Service at (562) 985-5471 or consult the department.

### **Immigration Requirements for Licensure**

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193), also known as the Welfare Reform Act, includes provisions to eliminate eligibility for federal and state public benefits for certain categories of lawful immigrants as well as benefits for all illegal immigrants.

Students who will require a professional or commercial

license provided by a local, state, or federal government agency in order to engage in an occupation for which the CSU may be training them must meet the immigration requirements of the Personal Responsibility and Work Opportunity Reconciliation Act to achieve licensure. Information concerning these requirements is available from Academic Affairs, (562) 985-4128.

## CSU Immunization Requirements

Entering CSU students are required to present proof of the following immunizations to the CSU campus they will be attending before the beginning of their first term of enrollment.

- Measles and Rubella (German Measles) Immunization: All new and readmitted students must provide proof of full immunization against measles and rubella prior to enrollment.
- Hepatitis B Immunization: All new students who will be 18 years of age or younger at the start of their first term at a CSU campus must provide proof of full immunization against Hepatitis B before enrolling. Full immunization against Hepatitis B consists of three timed doses of vaccine over a minimum 4 to 6 months period. If you need further details or have special circumstances, please consult Student Health Services. Each incoming freshman who will be residing in on-campus housing will be required to return a form indicating that they have received information about meningococcal disease and the availability of the vaccine to prevent contracting the disease and indicating whether or not the student has chosen to receive the vaccination. These are not admission requirements, but are required of students as conditions of enrollment in CSU.
- Meningococcal Disease Information: Each incoming freshman who will be residing in on-campus housing will be required to return a form to housing indicating that they have received information about meningococcal disease and the availability of the vaccine.

References: CSU Executive Order No. 803 Immunization Requirements / California Assembly Bill 1107.

Measles/Rubella and Hepatitis B clearance is obtained by presenting to Student Health Services 1) a medical immunization record showing dates of shots given, or 2) a record of blood tests showing immunity, or 3) receiving immunization(s), or 4) making a request for medical or personal religious exemption. Students may receive the immunizations from their health care provider, HMO, or Public Health Department at low cost. Immunizations may also be obtained at Student Health Services for a minimal charge for Measles and Rubella (German Measles) and vaccine Hepatitis B. Acceptable proof may be by records from high school, private health care providers, and local health departments.

For details on immunization requirements and where to obtain vaccines, call Student Health Services, go to [www.csulb.edu/shs](http://www.csulb.edu/shs) or go to the Student Health Center at the corner of Beach Drive and Merriam Way.

## Student Selection and Denial

The University reserves the right to select its students and deny admission to the University or any of its programs

as the University, in its sole discretion, determines the appropriate criteria based on an applicant's suitability and the best interests of the University.

## Estimated Expenses

Students should be prepared to meet expenses for fees within 30 days of registration. Books should be purchased when classes begin. Other expenses are ongoing and must be anticipated monthly and included in the total cost of attendance. Expenses generally go up an average three to four percent per year. Actual costs depend upon where the student lives and if there are dependent children. Financial aid programs are designed to help students meet standard University-related expenses during the academic year. The following budgets will assist students in planning costs for average expenses: (Costs include University fees, books and supplies, room and board, personal miscellaneous and transportation based on 2015-2016 CSULB budgets.)

Undergraduate living at home with parents (nine month term) .....	\$15,960
Undergraduate living in a residence hall (nine month term) .....	\$22,964
Single undergraduate living off-campus (apartment, house nine month term, assumes shared housing).....	\$23,642

## Housing

Living on campus is the ultimate way for students to enhance their college experience. Approximately 2,600 new and continuing students live in three residential colleges that support students personally, socially, and academically. The application period for new residents is typically early March - May 1 of each year.

All first-time freshmen are required to live in campus residence halls during their first year at CSULB unless they are 21 years or older or will be living at home with a parent(s) or legal guardian(s) during their entire freshman year. Exemptions will be considered if verification is presented for students who are veterans or currently active duty; students who are married, domestically partnered, and/or have legally dependent children; students who have been independent and not claimed by their parent(s) for two calendar years; students carrying five units or less per semester for the entire academic year; students with special circumstances, such as medical or disability circumstances.

For more information about on and off-campus housing, call (562) 985-4187, go to [www.csulb.edu/housing](http://www.csulb.edu/housing) or go to the Housing Office at the corner of Atherton Street and Earl Warren Drive.

## Appeal of Admission Decision

Section 89030.7 of the California Education Code requires that the California State University establishes specific requirements for appeal procedures for a denial of admission. Each CSU campus must publish appeal procedures for applicants denied admission to the University. The procedure is limited to addressing campus decisions to deny an applicant admission to the University.

Admissions appeal procedures must address the basis for appeals, provide 15 business days for an applicant to submit an appeal, stipulate a maximum of one appeal per academic term, provide specific contact information for the

individual or office to which the appeal should be submitted, and indicate a time estimate for when the campus expects to respond to an appeal. The appeal procedures must be included in all denial of admission notifications to students, and must also be published on the campus website.

Information on CSULB's appeal process can be found at: <http://www.csulb.edu/depts/enrollment/admissions/appeals.html>.