

Tips on Completing the Cal State Apply University Application

Graduate Applicants

On this page: Find helpful tips on completing the Cal State Apply University Application for applicants to Graduate programs.

Welcome! We are happy that you are applying to the Fowler College of Business at SDSU!

Cal State Apply and Program Application Overlap

Please note that there will be some duplicate elements that you will be required to address in both the Cal State Apply University application and in the Program Application (Interfolio – refer to Step 3). The admissions committee will only be reviewing the information in your Program Application.

Information that you can skip

You can submit Cal State Apply without entering all of the information in all sections (as described below), since you will provide this information in your Program Application.

If you are applying to programs at other campuses, then you should check with them to see if they require these fields.

Cal State Apply “Quadrants”

Highlighted sections are required. Others may be skipped. Updated for Fall 2019.

Personal Information

- **Release Statement**
- **Biographic Information**
- **Contact Information**
- **Citizenship/Residency**
- **Race & Ethnicity**
- **Other Information**
- **Financial and Parental Info**

Academic History

- **College Attended**
- Transcript Entry
- GPA Entry
- Standardized Tests

Supporting Information

- Experiences
- Achievements
- Statement of Purpose

Program Materials

- **Only required for Preliminary Credential applicants**

What to skip in the Academic History section

- **Transcript Entry:** Applicants do NOT need to complete the Transcript Entry section. You can click on "I am not Adding any College Transcripts" to skip this section.
- **GPA Entry:** You can also skip the GPA question by doing the following: Click on Add GPA and then select "I don't have a GPA to add."
- **Standardized tests:** Master's applicants need to enter their GMAT or GRE score or when they plan to take the exam in the Standardized test section.

What to skip in the Supporting Information section

- **Master's applicants can skip all sections in this quadrant:** Experiences, Achievements and Statement of Purpose. All of this information will be provided to the admissions committee in the Program Application, not in Cal State Apply.
- **Statement of Purpose:** For the Statement of Purpose, please just enter, "Sent to department." You will provide your "real" statement in the Program application.

What to skip in the Program Materials section

For Graduate applicants this section should already be green "complete" for you. Nothing is required in this quadrant.