

# Admission Requirements

## Admissions Office

Student Affairs

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## Admission Requirements

Requirements for admission to California State University, Fresno 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 on the World Wide Web at [www.csumentor.edu](http://www.csumentor.edu). The CSUMentor system allows students to browse through general information about 23 CSU 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, when on-line 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). Paper applications may be mailed to the campus admission office.

**Importance of Filing Complete, Accurate, and Authentic Application for Admission Documents.** California State University, Fresno advises prospective students that they must supply complete and accurate information on the application for admission, residence 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 of Title 5, *California Code of Regulations*).

Applicants are required to include their correct Social Security numbers in designated places on applications for admission pursuant to the authority contained in Section 41201, Title 5, *California Code of Regulations*, Section 6109 of the Internal Revenue Code (26 U.S.C. 6109). See also *Policies and Regulations*, page 520.

Taxpayers who claim Hope Scholarship or Lifetime Learning tax credit will be required to provide their name, address, and Taxpayer Identification Number to the campus.

## Undergraduate Application Procedures

Prospective students applying for part-time or full-time undergraduate programs of study in day or evening classes must file a complete 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 if submitting the online application, 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.

### For undergraduate admission to California State University, Fresno you must

1. Submit a current application with a nonrefundable application fee to the Admissions Office.
2. Request institutions formerly attended to send directly to the Admissions Office transcripts of credits from high school and colleges. Failure to include all colleges attended may result in cancellation of your registration. All transcripts submitted by students are retained by California State University, Fresno.
3. Take the Scholastic Aptitude Test (SAT I) or American College Test (ACT) and request official scores be sent to California State University, Fresno if you are a lower-division applicant. The Test of English as a Foreign Language (TOEFL) is required of all foreign applicants and applicants who do not have at least three years of full-time schooling at the secondary level or beyond where English is the principal language of instruction.
4. Take any additional proficiency or placement tests required. (See *Systemwide Placement Tests Requirements* on page 54.)

In addition to the other documents required, a veteran should file a copy of the *Notice of Separation* (DD 214) from the armed services with the application for admission. Academic credit will be awarded for service time and service schools completed as recommended by *A Guide to the Evaluation of Educational Experiences in the Armed Services*. Veterans who are California residents may be exempt from certain admission requirements. Special admission may be granted

if the applicant is judged likely to succeed academically. Standard admission procedures should be followed.

Applications will not be accepted after admissions categories have closed. Final eligibility for admission cannot be determined until *all* required documents have been received. Due to staff limitations, an evaluation of transfer credit will generally not be available until sometime during the first semester’s enrollment.

A maximum of 70 semester units of credit is allowed toward the bachelor’s degree for work completed in a community college. However, community college credit in excess of 70 units may be used to satisfy subject requirements. No upper-division credit will be given.

Remedial course units are not accepted for admission or degree credit. For limitations on extension and correspondence credit, see *Extension Classes*.

Students desiring university housing or financial aid should file special applications with the appropriate offices concerned as soon as possible.

## Impacted Programs

The CSU designates programs as impacted when more applications from CSU regularly eligible student 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 where they are offered; others are impacted only at some campuses. Candidates for admission must meet supplementary admission criteria if applying to an impacted program.

The CSU will announce during the fall filing period those programs that are impacted and the supplementary criteria campuses will use. Detailed impactation information is available at [www.calstate.edu/AR/impactioninfo.shtml](http://www.calstate.edu/AR/impactioninfo.shtml) and via [www.csumentor.edu](http://www.csumentor.edu). That announcement will also be published in the *CSU Review* and made available online at [www.calstate.edu/AR/csureview/](http://www.calstate.edu/AR/csureview/). Information about the supplementary criteria is also provided to program applicants.

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

### Supplementary Admission Criteria.

Each campus with impacted programs

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 the overall transfer grade point average, 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 and no later than October of the preceding year.

The supplementary admission criteria used by the individual campuses to screen applicants appear periodically in the *CSU Review* and are made available by the campuses to all applicants seeking admission to an impacted program. Details regarding the supplemental admissions criteria are also provided at [www.calstate.edu/AR/impactioninfo.shtml](http://www.calstate.edu/AR/impactioninfo.shtml).

### Graduate and Postbaccalaureate Application Procedures

All graduate and post-baccalaureate applicants (e.g., joint Ph.D. and Ed.D. applicants, master's degree applicants, those seeking educational credentials, and 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 preferable. An electronic version of the CSU graduate application is available on the World Wide Web at [www.csumentor.edu](http://www.csumentor.edu).

Application forms may also be obtained from the Graduate Studies Office or the Admissions Office of any California State University campus.

For additional information, see the *Division of Graduate Studies*.

### Returning Students

Applicants who seek readmission after an absence of one semester or more must file an application for admission. Applicants absent one semester only are exempt from the \$55 application fee, providing no academic work was taken in the interim at any other institution. Students absent on an approved planned educational leave are not required to file an application for admission and are exempt from the application fee. (See *Planned Educational Leave*.)

### Application Filing Periods

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

- Applications for the fall semester are accepted beginning Oct. 1. The initial filing period lasts until Nov. 30.
- Applications for the spring semester are accepted beginning Aug. 1. The initial filing period lasts until Aug. 31.
- Applications for the summer semester are accepted beginning Feb. 1. The initial filing period lasts until Feb. 28.

**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 campus requirements 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.

**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

Admissions Offices regarding specific policies governing hardship admission.

### Undergraduate Admission Requirements

**Freshman Requirements.** Generally, first-time freshman applicants will qualify for regular admission if they meet the following requirements: (1) they have graduated from high school, have earned a Certificate of General Education Development (GED), or have passed the California High School Proficiency Examination; (2) they have a qualifiable minimum eligibility index (see section on Eligibility Index); and (3) they have completed with grades of C or better each of the courses in the comprehensive pattern of college preparatory subject requirements (see *Subject Requirements*). Courses must be completed prior to the first enrollment in The California State University.

**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, and bonus points for approved honors courses.

Up to eight semesters of honors courses taken in the last three 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; B, 4 points; and C, 3 points.

A CSU Eligibility Index (EI) can be calculated by multiplying a grade point average by 800 and adding your total score on 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 or 694 using the ACT. The Eligibility Index Table illustrates several combinations of required test scores and averages. For admission to terms during the 2009-2010 college year, the university has no current plans to include the writing scores from either of the admissions tests in the computation of the CSU Eligibility Index.

Persons who did not graduate from a California high school and are not residents of California for tuition purposes need a minimum index of 3502 (SAT) or 842 (ACT). Graduates of secondary schools

**ELIGIBILITY INDEX TABLE**

for California High School Graduates or Residents of California

GPA	ACT Score	SAT Score	GPA	ACT Score	SAT Score	GPA	ACT Score	SAT Score
3.00	and above qualifies with any score		2.66	17	780	2.31	24	1060
2.99	10	510	2.65	17	780	2.30	24	1060
2.98	10	520	2.64	17	790	2.29	24	1070
2.97	10	530	2.63	17	800	2.28	24	1080
2.96	11	540	2.62	17	810	2.27	24	1090
2.95	11	540	2.61	18	820	2.26	25	1100
2.94	11	550	2.60	18	820	2.25	25	1100
2.93	11	560	2.59	18	830	2.24	25	1110
2.92	11	570	2.58	18	840	2.23	25	1120
2.91	12	580	2.57	18	850	2.22	25	1130
2.90	12	580	2.56	19	860	2.21	26	1140
2.89	12	590	2.55	19	860	2.20	26	1140
2.88	12	600	2.54	19	870	2.19	26	1150
2.87	12	610	2.53	19	880	2.18	26	1160
2.86	13	620	2.52	19	890	2.17	26	1170
2.85	13	620	2.51	20	900	2.16	27	1180
2.84	13	630	2.50	20	900	2.15	27	1180
2.83	13	640	2.49	20	910	2.14	27	1190
2.82	13	650	2.48	20	920	2.13	27	1200
2.81	14	660	2.47	20	930	2.12	27	1210
2.80	14	660	2.46	21	940	2.11	28	1220
2.79	14	670	2.45	21	940	2.10	28	1220
2.78	14	680	2.44	21	950	2.09	28	1230
2.77	14	690	2.43	21	960	2.08	28	1240
2.76	15	700	2.42	21	970	2.07	28	1250
2.75	15	700	2.41	22	980	2.06	29	1260
2.74	15	710	2.40	22	980	2.05	29	1260
2.73	15	720	2.39	22	990	2.04	29	1270
2.72	15	730	2.38	22	1000	2.03	29	1280
2.71	16	740	2.37	22	1010	2.02	29	1290
2.70	16	740	2.36	23	1020	2.01	30	1300
2.69	16	750	2.35	23	1020	2.00	30	1300
2.68	16	760	2.34	23	1030	Below 2.00 does not qualify for regular admission		
2.67	16	770	2.33	23	1040			
			2.32	23	1050			

guage, visual and performing arts, or other courses approved and included on the UC/CSU “a-g” list.

**Foreign Language Subject Requirement.**

The foreign language subject requirement may be satisfied by applicants who demonstrate competence in a language other than English, equivalent to or higher than expected of students who complete two years of foreign language study. Consult with your school counselor or any CSU campus Admissions or Relations with Schools offices for further information.

**Subject Requirement Substitution for Students with Disabilities.** Applicants with disabilities are encouraged to complete college preparatory course requirements if at all possible. If an applicant is judged unable to fulfill a specific course requirement because of his or her disability, alternate college preparatory courses may be substituted for specific subject requirements.

Substitutions may be authorized on an individual basis after review and recommendation by your academic adviser or guidance counselor in consultation with the coordinator of a CSU Services for Students with Disabilities office. Although the distribution may be slightly different from the course pattern required of other students, students qualifying for substitutions will still be held responsible for 15 units of college preparatory study.

Students should be aware that failure to complete courses required for admission may limit later enrollment in certain majors, particularly those involving mathematics. For further information and substitution forms, contact the coordinator of disabled student services at your nearest CSU campus.

**High School Students.** Students still enrolled in high school will 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. Students should have at least a 3.0 GPA in college preparatory subjects or exhibit unusual academic abilities. Such admission is only for a specific program and does not constitute the right to continued enrollment. Contact our Admissions Office.

**Conditional/Provisional Admission**

- **Freshmen.** California State University, Fresno may provisionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and planned for the senior

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

An applicant with a grade point average of 3.00 or above (3.61 for nonresidents) is not required to submit test scores. However, all applicants for admission are urged to take the SAT or ACT and provide the scores of such tests to each CSU to which they seek admission. Campuses use these test results for advising and placement purposes and may require them for admission to impacted majors or programs. Impacted CSU campuses require SAT or ACT scores of all applicants for freshman admission.

**Honors Courses.** 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; *B*, 4 points; and *C*, 3 points.

**Subject Requirements.** The CSU uses only 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.

The California State University requires that first-time freshman applicants complete, with grades of *C* or better, 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 one 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 and 1 physical, both with labs)
- 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 lan-

year. The campus will monitor the senior year of study to ensure that admitted students complete their senior year of 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, and cancel any university registration for students who are found not to be eligible 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, have met all supplementary criteria.

### Transfer Requirements

Students who have completed fewer than 60 transferable semester college units (fewer than 90 quarter units) are considered lower division transfer students. Student who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper division transfer students. Students who complete college units during high school or through the summer immediately following high school graduation are considered first-time freshmen and must meet those admission requirements. 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 qualify for admission as a lower-division transfer student if they have a grade point average of at least 2.0 (C or better) in all transferable units attempted, are in good standing at the last college or university attended, and meet any of the following standards:

1. meet the freshman admission requirements (GPA and subject requirements) in effect for the term to which they are applying (see *Undergraduate Admissions Requirements* section); or
2. were eligible as a freshman at the time of high school graduation except for the subject requirements, and have been in

continuous attendance in an accredited college since high school graduation, and have made up the missing subjects.

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

**Making Up Missing College Preparatory Subject Requirements.** 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.

Please consult with any CSU Admissions Office for further information about alternative ways to satisfy the subject requirements.

Due to enrollment pressures, many CSU campuses do not admit or enroll lower-division transfer students.

**Upper-Division Transfer Requirements.** Generally, applicants will qualify for admission as upper-division transfer students if the following apply:

1. They have a grade point average of at least 2.0\* (C or better) in all transferable units attempted; and
2. They are in good standing at the last college or university attended; and they have completed at least 60 transferable semester units of college coursework with a grade point average of 2.0 or higher and a grade of 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 all of the general education requirements in communication in the English language (both oral and written), 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.

**Conditional/Provisional Admission - Transfers.** California State University, Fresno 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 all students who are found not to be eligible 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.

**Test Requirements.** Freshman and transfer applicants who have fewer than 60 semester or 90 quarter units of transferable college credit must submit scores, unless exempt (see *Eligibility Index* on page 52), 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 October or November. 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. Or students may write to or call:

**The College Board (SAT)  
Registration Unit, Box 6200  
Princeton, New Jersey 08541-6200  
Phone 609.771.7588  
[www.collegeboard.org](http://www.collegeboard.org)**

**ACT Registration Unit  
P.O. Box 414  
Iowa City, Iowa 52240  
Phone 319.337-1270  
[www.act.org](http://www.act.org)**

**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 score of 500 or above on the Test of English as a Foreign Language. Undergraduate applicants taking the Computer-Based Test of English as a Foreign Language must present a score of 173 or above; on the Internet version, undergraduate applicants must score 61 or above. Some majors and some campuses may require higher scores.

All graduate applicants must submit a minimum TOEFL of 550, unless they have a baccalaureate degree from an institution of higher education in which English is the language of instruction. Some campuses may also use alternative methods of assessing English fluency. Graduate applicants taking the Computer-Based Test of English as a Foreign Language must present a score

\* Non-residents must have a 2.4 GPA or better.

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of 213 or above; on the Internet version, graduate applicants must score 80 or above.

**Systemwide Placement Test Requirements.** The California State University 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 and/or ELM at their local CSU campus.

Students register for the EPT and/or ELM at their local CSU campus. Questions about test dates and registration materials may be addressed to Testing Services, 559.278.2457. (See *Academic Placement* for EPT and ELM.)

**Adult Students.** As an alternative to regular admission criteria, applicants who are 25 years of age or older may be considered for admission as adult students if they meet all of the following conditions:

1. possess a high school diploma (or have established equivalence through either the General Educational Development or California High School Proficiency Examinations)
2. have not been enrolled as a full-time student for more than one term during the past five years (*Part-time enrollment is permissible.*)
3. have earned a **C** average or better in all college coursework attempted in the last five years
  - **First time freshman:** completion of at least high school level intermediate algebra and high school college prep level English.
  - **Lower-division transfer:** completion of at least intermediate algebra at the college level and completion of English composition at the college level.

- **Upper-division transfer:** a student with 56 or more transferable units does not qualify for special admission through this program and must meet all regular admission requirements.

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. For information, call the Reentry Office at **559.278.3040**.

**Graduation Requirements in Writing Proficiency.** All students must demonstrate competency in writing skills as a requirement for graduation. Information on currently available ways to meet this graduation requirement may be obtained from the Evaluations Office or the Testing Office.

### Graduate and Postbaccalaureate Admission Requirements

See *Division of Graduate Studies*.

### International (Foreign) Students

The California State University must assess the academic preparation of foreign students. For this purpose, "foreign students" include those who hold U.S. temporary visas as students and exchange visitors, or in other nonimmigrant classifications.

The CSU uses separate requirements and application filing dates in the admission of foreign students. Verification of English proficiency (see the section on TOEFL Requirement for undergraduate applicants), financial resources, and academic performance are each important considerations for admission. Academic records from foreign institutions must be on file by the deadline (see application deadlines in the copy that follows) for the first term and, if not in English, must be accompanied by certified English translations.

Priority in admission is given to residents of California. There is often little likelihood of nonresident applicants, including international students, being admitted either to impacted majors or to those majors or programs with limited openings.

Applicants must have completed a comprehensive pattern of college preparatory courses. Verification of English proficiency (see the section on TOEFL requirement) and academic performance are required. Applicants who are seeking admission from American secondary or post-secondary schools must fulfill all requirements (see *Admission Requirements*).

No admission decision will be made until required materials have been submitted to International Admissions.

Priority in admission is given to residents of California. There is little likelihood that nonresident applicants, including international students, will be admitted either to impacted majors or to those majors or programs with limited openings. (See *Impacted Programs*.)

**Application Forms.** All foreign students requesting admission for undergraduate or graduate study at California State University, Fresno must complete and file the international student application. Applicants must submit the following:

- an international application
- a \$55 nonrefundable processing fee (note that checks must be drawn on a U.S. bank account)
- a current official bank statement from financial sponsor
- an official TOEFL score taken no earlier than two years prior to attendance at California State University, Fresno
- official original or certified true copies of academic documents and other school records in the native language and in English translation

Graduate students must also submit current GMAT/GRE scores and letters of recommendation.

All documents submitted become the property of California State University, Fresno and will not be returned. They will be kept permanently for those students who actually attend; however, documents for those students who do not enroll will be retained for only one year.

**Application Deadlines.** The international application, fee, and all required documents, transcripts, and test scores must be received no later than:

Semester	Undergraduate	Graduate
Fall	June 1	March 1
Spring	November 1	October 1

Academic credentials will be evaluated for academic eligibility in accordance with the general regulations governing admission to California State University, Fresno. Additionally, applicants must demonstrate English proficiency. (See *TOEFL* next section.)

Graduate applications will be reviewed by the individual academic departments to determine eligibility for the requested graduate program.

**TOEFL.** To ensure that students are prepared to take advantage of the educational opportunities available at California

State University, Fresno, each international student who must submit TOEFL scores will be required to participate in a post-admission testing program. The test will be administered during orientation immediately before the student's first matriculated semester. The purpose of the testing program (e.g. the University English Exam) is to assess strengths and weaknesses in written English. As a result of the post-admission testing, a student may be required to enroll in certain English as a Second Language (ESL) courses. TOEFL will be waived for those students who hold a bachelor's degree from a U.S. university.

An undergraduate student whose academic qualifications are acceptable, but who has not achieved an acceptable TOEFL score, may be granted a conditional admission. Such a student must obtain an I-20 form (Certificate of Eligibility) from an English language school and attend an English as a Second Language (ESL) program. In order to transfer from a language school to California State University, Fresno, a conditionally admitted student must present an official TOEFL score of 500 on the pencil-based exam or 173 on the computer-based exam, on a test taken within the last two years. (See also *TOEFL Requirement*, pages 53-54.)

**Insurance Requirement.** Effective August 1, 1995, as a condition of receiving an I-20 or IAP-66 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 Information Agency (USIA) and NAFSA: Association of International Educators. The campus president or designee shall determine which insurance policies meet these criteria. Further information may be obtained from the International Student Services and Programs Office at 278.2782

**Determination of Residence for Nonresident Tuition Purposes**

University requirements for establishing residency are independent from those of other types of residency, such as for tax purposes, or other state or institutional residency. A resident for tuition purposes is someone who meets the requirements set forth in the Uniform Student Residence Requirements. These laws governing residence for tuition purposes at the California State University are California Education Code sections 68000-68090, 68120-68134, and 89705-89707.5, and California Code of Regulations, Title 5,

Subchapter 5, Article 4, sections 41900-41916. This material can be viewed on the Internet by accessing the California State University's Web site at [www.calstate.edu/GC/resources.shtml](http://www.calstate.edu/GC/resources.shtml). These regulations were promulgated not to determine whether a student is a resident or nonresident of California, but rather to determine whether a student should pay University fees on an in-state or out-of-state basis.

The campus Admissions Office is responsible for determining the residence status of all new and returning students for nonresident tuition purposes. The application for admission, residency questionnaire, reclassification request form, and, if necessary, other evidence furnished by the student are used in making this determination. A student who fails to submit adequate information to establish eligibility for classification as a California resident will be classified as a nonresident.

Generally, establishing California residence for tuition purposes requires a combination of physical presence and intent to remain indefinitely. An adult who, at least one full year prior to the residence determination date for the term in which enrollment is contemplated, can demonstrate both physical presence in the state combined with evidence of intent to remain in California indefinitely may establish California residence for tuition purposes. Minors normally derive residence from the parent(s) they reside with or most recently resided with.

Evidence demonstrating intent may vary from case to case but will include, and is not limited to, the absence of residential ties to any other state, California voter registration and voting in California elections, maintaining California vehicle registration and driver's license, maintaining active California bank accounts, filing California income tax returns and listing a California address on federal tax returns, owning residential property or occupying or renting an apartment where permanent belongings are kept, maintaining active memberships in California professional or social organizations, and maintaining a permanent military address and home of record in California.

Non-citizens establish residence in the same manner as citizens, unless precluded by the Immigration and Nationality Act from establishing domicile in the United States.

Exceptions to the general residence requirements are contained in *California Education Code* sections 68070-68084

and *California Code of Regulations*, Title 5, Subchapter 5, Article 4, sections 41906-41906.5, and include, but are not limited to, members of the military and their dependents, certain credentialed employees of school districts and most students who have attended three years of high school in California and graduated or attained the equivalent. Whether an exception applies to a particular student cannot be determined before the submission of an application for admission and, as necessary, additional supporting documentation. Because neither campus nor Chancellor's Office staff may give advice on the application of these laws, applicants are strongly urged to review the material for themselves and consult with a legal adviser.

Nonresident students seeking reclassification are required to complete a supplemental questionnaire including questions concerning their financial dependence on parents who cannot satisfy university requirements for classification as residents for tuition purposes, which will be considered along with physical presence and intent in determining reclassification.

Students who are within the state for educational purposes only do not gain the status of resident regardless of the length of their stay in California.

The general rule is that a student must have been a California resident for at least one year immediately preceding the residence determination date in order to qualify as a *resident student* for tuition purposes. A residence determination date is set for each academic term and is the date from which residence is determined for that term. The residence determination dates are as follows:

**Quarter Term Campuses**

Fall .....	September 20
Winter .....	January 5
Spring .....	April 1
Summer .....	July 1

**Semester Term Campuses**

Fall .....	September 20
Winter* .....	January 5
Spring .....	January 25
Summer .....	June 1

\*Applies only to winter term at California State University, Stanislaus.

The residence determination dates for the four stages on CalStateTEACH are as follows:

Stage 1 .....	September 20
Stage 2 .....	January 5
Stage 3 .....	June 1
Stage 4 .....	September 20

## Admissions

### There are exceptions from nonresident tuition, including the following:

1. A student below the age of 19 whose parents were residents of California and left the state while the student, who remained, was still a minor. When the minor reaches age 18, the exception continues until the student has resided in the state the minimum time necessary to become a resident.
2. Minors who have been present in California with the intent of acquiring residence for more than a year before the residence determination date and have been entirely self-supporting for that period of time. The exception continues until the student has resided in the state the minimum time necessary to become a resident.
3. Persons below the age of 19 who have lived with and been under the continuous direct care and control of an adult or adults, not a parent, for the two years immediately preceding the residence determination date. Such adult must have been a California resident for the most recent year. The exception continues until the student has resided in the state the minimum time necessary to become a resident.
4. Dependent children and spouse of a person in active military service stationed in California on the residence determination date. There is no time limitation on this exception unless the military person transfers out of California or retires from military service. If either of those events happen, the student's eligibility for this exception continues until the student resides in the state the minimum time necessary to become a resident.
5. Military personnel in active service stationed in California on the residence determination date for purposes other than education at state-supported institutions of higher education. This exception continues until the military personnel has resided in the state the minimum time necessary to become a resident.
6. Military personnel in active service in California for more than one year immediately prior to being discharged from the military. Eligibility for this exception runs from the date the student is discharged from the military until the student has resided in the state the minimum time necessary to become a resident.
7. Dependent children of a parent who has been a California resident for the most recent year. This exception continues until the student has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.
8. Graduates of any school located in California that is operated by the United States Bureau of Indian Affairs, including, but not limited to, the Sherman Indian High School. The exception continues so long as continuous attendance is maintained by the student at an institution.
9. Certain credentialed, full-time employees of California school districts and students who have attended high school in California and graduated or attained the equivalent.
10. Full-time state university employees and their children and spouses; state employees assigned to work outside the state and their children and spouses. This exception continues until the student has resided in the state the minimum time necessary to become a California resident.
11. Children of deceased public law enforcement or fire suppression employees, who were California residents, and who were killed in the course of law enforcement or fire suppression duties.
12. Certain amateur student athletes in training at the United States Olympic Training Center in Chula Vista, California. This exception continues until the student has resided in the state the minimum time necessary to become a resident.
13. Federal civil service employees and their natural or adopted dependent children if the employee has moved to California as a result of a military mission realignment action that involves the relocation of at least 100 employees. This exception continues until the student has resided in the state the minimum time necessary to become a resident.
14. State government legislative or executive fellowship program enrollees. The student ceases to be eligible for this exception when the student is no longer enrolled in the qualifying fellowship.

Students classified as nonresidents may appeal a final campus decision within 120 days of notification by the campus. A campus residence classification appeal must be in writing and submitted to the following address:

**The California State University  
Office of General Counsel  
401 Golden Shore, 4th Floor  
Long Beach, CA 90802-4210**

The Office of General Counsel can either decide the appeal or send the matter back to the campus for further review.

Students incorrectly classified as residents or incorrectly granted an exception from nonresident tuition are subject to reclassification as nonresidents and payment of nonresident tuition in arrears. If incorrect classification results from false or concealed facts, the student is subject to discipline pursuant to Section 41301 of Title 5 of the *California Code of Regulations*.

Resident students who become nonresidents or who no longer meet the criteria for an exception must immediately notify the Admissions Office.

Changes may have been made in the rate of nonresident tuition and in the statutes and regulations governing residence for tuition purposes in California between the time this information is published and the relevant residence determination date. Students are urged to review the statutes and regulations stated above.