Fall 2015
Transfer Supplemental Application Tutorial
Accessing Your Supplemental Application

Click here to access your Supplemental Application.

The Transfer Supplemental Application is accessible in your WebPortal account under the Admission Status menu option.

The Supplemental Application must be completed by SDSU upper division transfer applicants and upper division readmission applicants.

Note: Nursing applicants are not required to complete the Supplemental Application. Also, transfer applicants with international coursework are not required to complete the supplemental application.
Transfer Supplemental Application

Welcome to the San Diego State University Supplemental Application

Applicant: Test, Jane
Student ID: 809707984
Major: BUSINESS ADMINISTRATION MARKETING (222771)

Your fall 2015 admission decision is based on information you provide in this supplemental application. As such, it is extremely important that you provide accurate and complete answers.

All undergraduate upper division transfer and readmission applicants must complete this supplemental application for admission consideration. You may update your supplemental application until 11:59 PM (PST) on January 26, 2015. After this deadline, your answers will be submitted automatically. No changes will be accepted after 11:59 PM (PST) on January 26, 2015.

The application contains multiple sections, each represented in the links above. Be sure to visit each and every link ensuring you have submitted accurate and complete information. Your answers will be saved any time you click the 'next', 'next section', 'back', or 'save now' links.

Please review the transfer admission Web pages for information about the fall 2015 transfer admission requirements, including completion of 60 semester (90 quarter) transferable units, General Education, Preparation for the Major courses and Grade Point Average (GPA).

If you are currently attending a California Community College, contact its transfer center if you have questions about completing the Supplemental Application.

The deadline to complete the Supplemental Application is January 26, 2015. No changes will be accepted after 11:59 p.m. (PST).

Information entered by 11:59 p.m. on January 26, 2015, will be submitted automatically.
Documents You Will Need

Admission decisions are based on the information provided in the Supplemental Application. Please provide complete and accurate information. You will be required to provide information about your overall grade point average (GPA), transfer credits, General Education and Preparation for the Major courses.

Before you start the application, you will need to collect the following documents:

- All College Transcripts
- Military Transcripts (if applicable)
- Advanced Placement Score Reports (if applicable)
- International Baccalaureate Certificate or Diplomas (if applicable)
- General Education Certification Worksheet (if applicable)

You should refer to these documents as you complete the Supplemental Application.
Important Information About the Admissions Process

WebPortal
Refer to the SDSU WebPortal for important dates and updates regarding your admission status. Admission decisions will be available in your Admission Status menu option beginning in March 2015.

Course Equivalencies
Visit www.assist.org or www.sdsu.edu/tap to view information about course equivalencies that may satisfy General Education and Preparation for the Major at SDSU.

Official Transcripts
If you are offered admission to SDSU, you will be required to submit official transcripts that verify the information you provided. If there is a discrepancy between your transcripts and the information you provide on the Supplemental Application, your offer of admission may be withdrawn.

Grade Point Average
You must maintain the overall college grade point average (GPA) reported on your Supplemental Application throughout the admission process. If you do not complete all in progress or planned courses with grades of “C” or higher by the end of spring 2015, your offer of admission may be withdrawn. Note: Some impacted majors require grades higher than “C” in specific Preparation for the Major courses.
GPA and Transfer Units

Transferable units are those that apply to the bachelor’s degree (baccalaureate level) and are not remedial, vocational, professional or technical in nature.

Tip: If you have attempted courses from both quarter and semester schools, first convert quarter units to semester units by multiplying quarter units and grade points by 2/3, then proceed with calculating all semester units and grade points using the instructions above.

Enter your overall college Grade Point Average (GPA) for all transferable units, including fall 2014 grades.

3.4

Grade Point Average (GPA) = Total grade points divided by total units attempted.

How to determine total grade points:
- Calculate the grade point average (GPA) by first assigning grade points for each transferable unit:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
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<td>B-</td>
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</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

To calculate your grade points, multiply the number of course units by the number of grade points for the grade you earned. Use the chart above and your transcript(s).

How to determine units attempted:
- Calculate all transferable units attempted at all regionally accredited colleges and/or universities attended.

How to determine Grade Point Average (GPA):
- Divide the total grade points by the total units attempted to get the grade point average (GPA).

Tip: If you have attempted courses from both quarter and semester schools, first convert quarter units to semester units by multiplying quarter units and grade points by 2/3, then proceed with calculating all semester units and grade points using the instructions above.
Military Service Credit

Complete this section to indicate if you have or have not earned military service credit.

If you answered yes to this question, you will need to indicate:
- The number of military service credits earned
- Military branch of service
- Military status
- Date of separation (if applicable)

For more information on military service credit, click on “See University Policies.”

Indicate military status.

Indicate military branch of service.

If you have separated from military service, provide date of separation in month and year format.
Advanced Placement

Complete this section to indicate if you have earned Advanced Placement Examination credit. SDSU grants credit toward undergraduate degrees for successful completion of Advanced Placement Examinations of the College Board.

If you answered yes to this question, you will need to indicate the number of credit units earned for Advanced Placement. For more information, click on “See University Policies.”
International Baccalaureate Certificates or Diplomas

Complete this section to indicate if you have completed an International Baccalaureate Higher Level Subject Examination.

If you answered yes to this question, you will need to indicate the number of credit units earned for International Baccalaureate. For more information, you can click on “See University Policies.”
Units/Credit Hours Earned, In Progress and Planned

For each institution, enter the total number of transferable units you have completed through fall 2014 and the total number of transferable units you have in progress/planned for winter and/or spring 2015.

The institution(s) displayed reflects the information we have on record for you. If you have attended or plan to attend an institution not currently listed on your Supplemental Application, you will need to add it in this section.

To add a new institution or other examination to your current list, use the Add Institution or Other Examination option. Select institution and provide “Attend From” and “Attend To” dates.

After you select the correct institution, click the “Add” button.
General Education

Complete this section to provide information regarding General Education Courses.

Refer to your college transcript(s), Advanced Placement Score Reports (if applicable) and/or International Baccalaureate Certificates or Diplomas (if applicable) to identify courses you have completed or will complete by spring 2015 that fulfill the following courses:

• Oral Communication (A1)
• Written Communication (A2)
• Critical Thinking/Advanced Composition (A3)
• Mathematics/Quantitative Reasoning (B4)

Indicate if you have or have not completed an approved California Lower Division General Education Pattern.

Check the box for any courses that have a similar title to your courses. You must pass these courses with a grade of “C” or higher for you to be eligible for admission to SDSU as a transfer student.

To complete this section, you will need to identify the courses you completed or will complete that fulfill the “Golden Four” areas.
Create a Custom Course Option

If your General Education “Golden Four” Course(s) does not appear in the expanding list either as an exact match or a similar title, you may enter the “Golden Four” Course under Specify Custom Course.

Once the information is entered, it will appear under your list of courses.

Please make sure to only use the Specify Custom Course option to enter Oral Communication, Written Communication, Critical Thinking/Advanced Composition, or Mathematics/Quantitative Reasoning courses for which no similar title can be found in the corresponding expanding lists.
Preparation for the Major

To complete this section, check the box(es) next to any course(s) you have completed or plan to complete, by spring 2015, that satisfy the course requirements listed. Refer to copies of your college transcripts in order to provide complete and accurate information.

Visit www.assist.org or www.sdsu.edu/tap to view information about course equivalencies that may satisfy Preparation for the Major at SDSU.
Applicants who indicated that they were completing an SDSU major with an approved corresponding Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree must indicate if they have earned or are on track to complete the AA-T/AS-T degree, by spring 2015. Applicants who respond "yes" must complete additional questions.
Carefully review the information you provided for accuracy. The information contained in your Supplemental Application as of **11:59 p.m. (PST) January 26, 2015**, will be automatically submitted. This information will be the basis for your admission decision.

Review all sections including overall college GPA and Transfer Units, General Education “Golden Four” Courses and Major Preparation courses. If you are offered admission to SDSU, you will be required to submit transcripts that verify the information you provided.

### Supplemental Application Summary

**Supplemental Application for Fall 2015 Admission**

**Deadline: 11:59 PM (PST) on January 26, 2015**

- **Introduction** | **GPA & Transfer Units** | **General Education** | **Major Preparation** | **AA/AS-T**
- **Summary**

**Supplemental Application Summary**

You should print a copy of your Supplemental Application Summary for future reference.

**Applicant:** Test, Jane  
**Student ID:** 809709784  
**Major:** BUSINESS ADMINISTRATION MARKETING (222771)

Your fall 2015 admission decision is based on information you provide in this supplemental application. As such, it is extremely important that you provide accurate and complete answers.

Review all information for accuracy. The Supplemental Application link will appear in your WebPortal and be available for updates until 11:59 PM (PST) on January 26, 2015. **No changes will be accepted after 11:59 PM (PST) on January 26, 2015.** The information contained in your supplemental application as of 11:59 PM (PST) on January 26, 2015 will automatically be submitted. This information will be the basis for your admission decision.

If you are offered admission to SDSU, you will be required to submit official transcripts that verify the information you provided. **If there is a discrepancy between your transcripts and the information you provide on this supplemental application, your offer of admission may be withdrawn.**

**Overall GPA, Transferable Units listed as completed or will be completed by the end of spring 2015**

**Self-Reported GPA:** 3.20

**Military Service credit:** No

**Advanced Placement Examination credit:** Yes, 8 units

**International Baccalaureate credit:** No

**Self-Reported Units by Institution:**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Academic Credit Type</th>
<th>Units Earned</th>
<th>Units In Progress or Planned</th>
<th>Units by Institution Total</th>
<th>Institution Semester Units (Including Quarter Unit Conversion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUYAMACA COLLEGE</td>
<td>Semester</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>GROSSMONT COLLEGE</td>
<td>Semester</td>
<td>63.00</td>
<td>12.00</td>
<td>75.00</td>
<td>75.00</td>
</tr>
</tbody>
</table>

**Total Transferable Semester Units by the end of spring 2015:** 83.00

*The “Total Transferable Semester Units by the end of spring 2015” statement above includes any self-reported Military Service credit, Advanced Placement Examination credit, International Baccalaureate credit and Institution quarter units which have been converted to semester units.*
The Supplemental Application link will appear in your WebPortal and will be available for updates until 11:59 p.m. (PST) January 26, 2015.

Don’t forget to print a copy for your records.
Auto Log Out

After 25 minutes of inactivity (no saving or navigation), a message is displayed:

If you answer “Continue,” the timer starts over.

If you answer “No thanks,” you will be logged out of the system and any unsaved information will be lost.

If there is no response and 5 more minutes elapse, you will be logged out of the system automatically and any unsaved information will be lost.
Important Reminders

• Don't forget to print a copy for your records.

• Only use the Specify Custom Course option if you cannot find a course with a similar title in the expanding lists. The Specify Custom Course option would most likely be used for courses taken outside of the California Community College (CCC) system.

• Information entered by 11:59 p.m. (PST) on January 26, 2015, will be submitted automatically.

• Make sure you include ALL your transferable units, including spring 2015 in progress/planned courses.
Important Dates

**January 26, 2015 11:59 p.m. (PST):** SDSU Supplemental Application due

**January 1–March 2, 2015:** File FAFSA (Free Application for Federal Student Aid)

**March 2015:** Admission decisions available on your SDSU WebPortal

**March 14, 2015:** Explore SDSU Open House

**May 1, 2015:** Deadline to submit Intent to Enroll $400 deposit, official transcripts with fall 2014 grades and official test scores

**June 30, 2015:** Deadline to submit final transcripts with spring 2015 grades

**August 2015:** New Transfer Student Orientation
Contact Information

Contact your community college counselor for questions about the courses you have completed or plan to complete spring 2015.

For any additional questions about the Supplemental Application, contact us:

Office of Admissions / Prospective Student Center
E-mail: admissions@sdsu.edu
Phone: (619) 594-6336
www.sdsu.edu/admissions