

CSU Application Next Steps Checklist



☐ **January 1 - Create a Campus Portal**

- Each CSU campus will email you to create a campus portal. This is where they will send you important information regarding admissions, financial aid, and missing documents.

☐ **January 1-31 - Update Application**

- An email will be sent to you about when and how to update your application with fall grades, winter, and spring classes.
- Even if you have no updates to provide, you must log into your application/portal to complete the application update.
- Continuously check your CSU campus portals for information on missing documents such as transcripts and supplemental applications. Note: not all schools require supplemental applications and transcripts.

☐ **February - ADT CSU Transfers Only**

- Submit a "Petition for Degree, Certificate and Certification" to SMC Admissions and Records on February 17th. The petition opens on February 17th and should be completed ASAP.

☐ **February - April - Petition for Spring Graduation**

- If you will be completing an SMC Degree or Certificate (non-ADT) by the end of Spring, make sure to submit a "Petition for Degree, Certificate and Certification" by the April 15th deadline.

☐ **March - April - Await Admissions Decision**

- CSU admissions decisions will be released throughout spring, but all decisions will be released by the end of April. Note: Not all decisions are released at the same time; therefore, hearing later than other students does not mean you will not be admitted to the university.
- Check your CSU campus portal for admissions decisions.

☐ **March - May - Accept an Admissions Offer**

- If you are accepted, you must submit your Intent to Register by May 1st. You may only accept admissions to 1 CSU. A non-refundable deposit may be due at the time you submit your Intent to Register. Each campus will have a different deposit requirement.

☐ **May 1- June 1 - Petition for CSUGE/IGETC Certification**

- Submit the "Petition for Degree, Certificate, and Certification" for CalGETC, IGETC, or CSU GE certification to SMC Admissions and Records ASAP.
- While you will be able to submit certification after June 1st, it is strongly recommended that you complete this process ASAP. It may delay your course registration process at the CSU if you delay.

☐ **July 1-15 - Submit All Transcripts and Exam Scores (AP, IB, and A-Level)**

- Have official transcripts from all colleges attended sent to your transfer university by July 1st.
- Some schools will allow transcripts and exam scores submitted by July 15th. Check your CSU Campus portal for details.