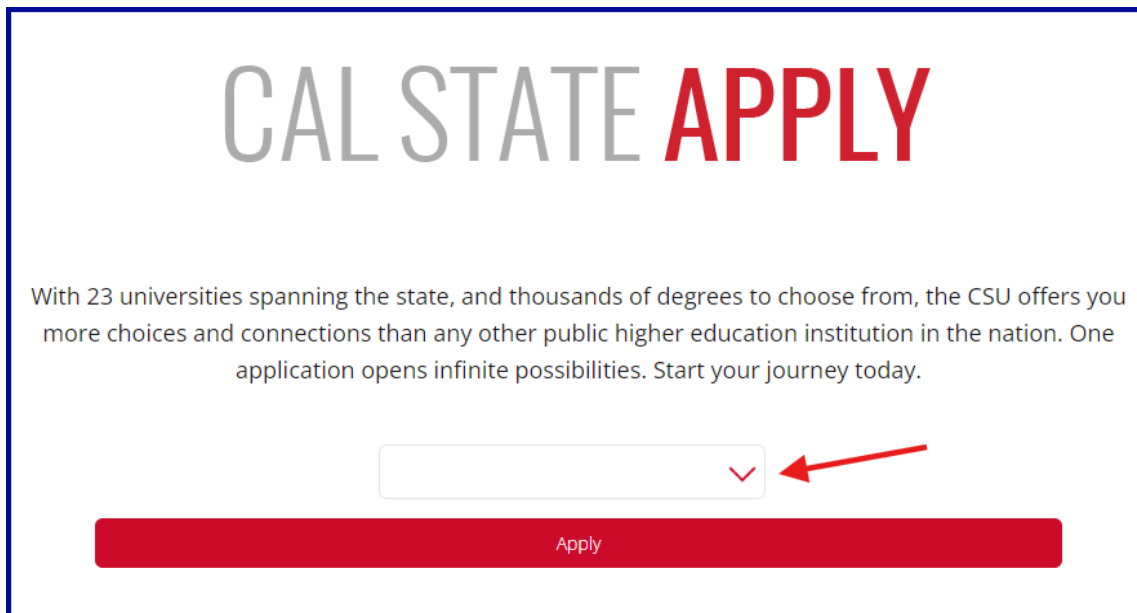# Cal State Apply
Returning Student Application Instructions
(for previously attended Fresno State students only)

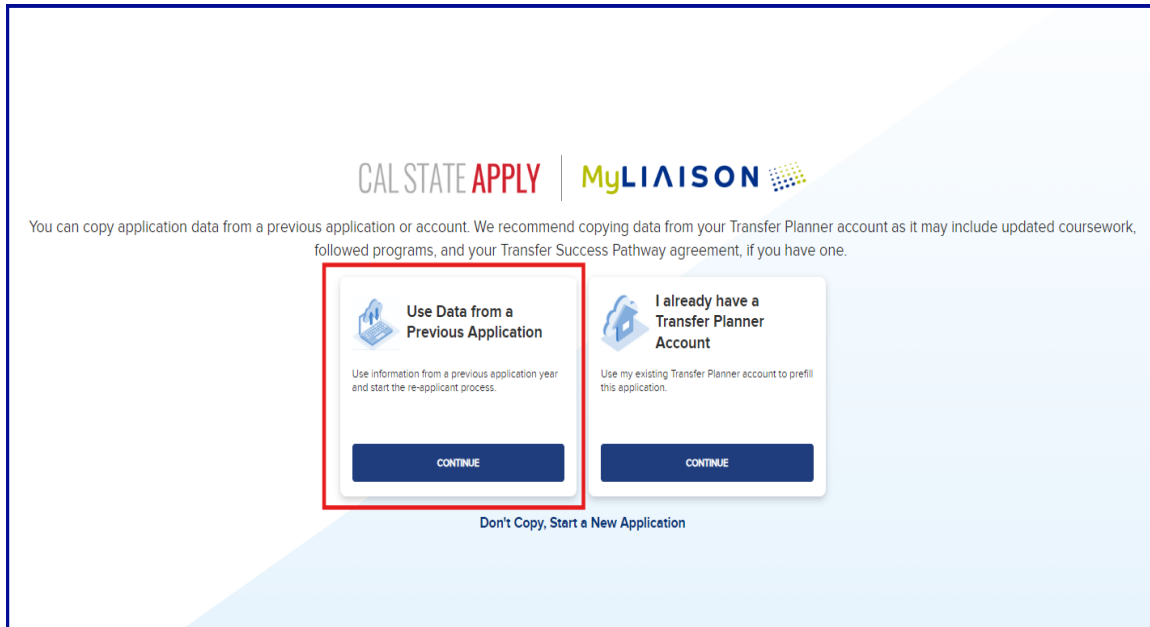1. Go to https://www.calstate.edu/apply

2. Click on drop down arrow and Select the correct semester you are applying for.

3. Log in OR (Create New Account if you are a New User)
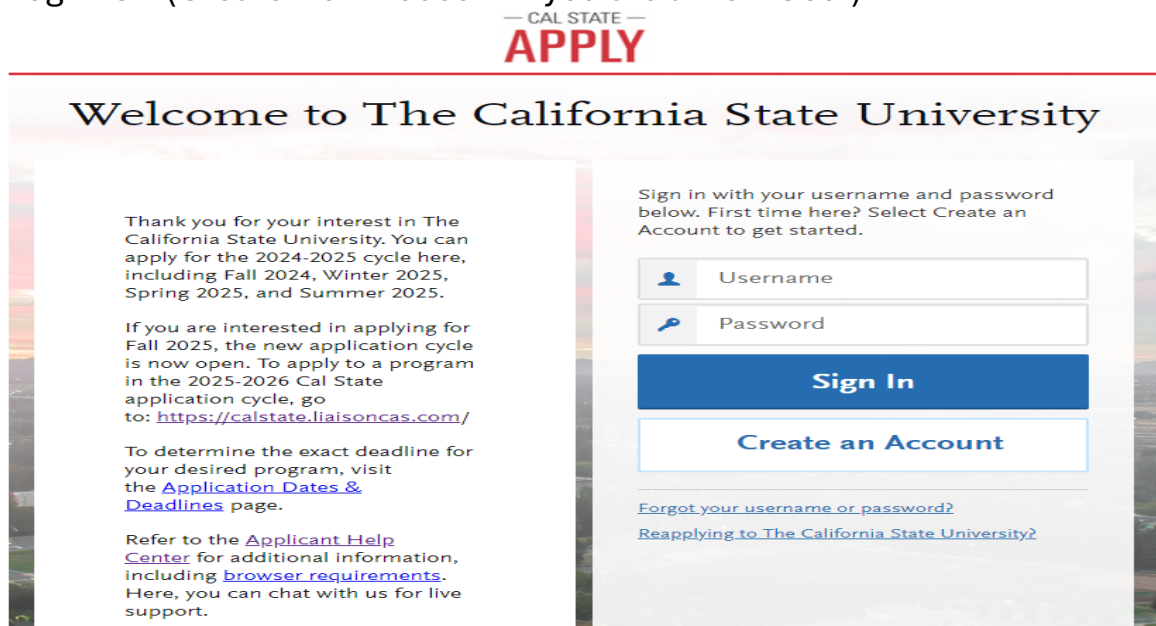
4. If prompted, Select Use Data from a Previous Application and copy all information. (If you have a Transfer Planner Account, you can select this option as well).

5. Under Extended Profile (top right-hand corner by your name, click on the drop-down arrow). Under question 1a, be sure to answer 'Yes' and provide the following information:

6. Follow instructions to continue. Click on Add Program.

7. Type 'Fresno' into Search box to pull up Fresno State majors. Select Primary Major and Alternate Major (both are required).

8. Answer Personal Statement Quadrant box.

9. Add all colleges attended:

Colleges Attended

Report **all** colleges and institutions attended, regardless of:

- Their relevance to the programs you're applying to, and
- Whether the coursework completed there was already transferred to another institution.

Also, report each institution only once, regardless of the number of degrees earned or gaps in the dates of attendance. Visit the Applicant Help Center for more information.

If you attended or are attending an institution outside the United States/Canada, you can upload an unofficial copy of your transcript with an English mirror/direct, word-for-word translation. **This is not required but will help to expedite the processing of your application.**

Once you submit your application, you cannot edit previously entered colleges and universities.

⊕ **Add a College or University**

10. For California State University, Fresno, Select **'NO'**.

11. Click on 'I am Not adding Any College Transcripts'.

> **Important Note**: All official transcripts must be sent electronically to Fresno State by the Transcript Deadline Date for an official manual evaluation conducted by the Returning Admissions Specialist). Incomplete applications can be withdrawn for missing documents.

I Am Not Adding Any College Transcripts

FRESNO CITY COLLEGE

Start

* Have you completed entering your transcript?

○ Yes   ○ No

✓ Save Your Transcript

12. Proceed to completing the remainder of the application.

If you need assistance, **Click here to submit a question**