



GRADUATE ADMISSIONS CHECKLIST



APPLICATION FILING PERIODS

- **Fall Semester** | October 1 – April 1
- **Spring Semester** | August 1 – November 15
(Not applicable for FEMBA or MSIT)
- **International students** | August 1 - October 1

Graduate Business Programs Office
businessgradprograms@fullerton.edu

STEP 1 – CAL STATE APPLY

- Submit the online CSU application | www.calstate.edu/apply
- Submit the application fee (Instructions found in online application)

STEP 2 – SUPPLEMENTAL ONLINE APPLICATION

- Upon submission of the Cal State Apply application, you will receive an email with a unique link and instructions on how to complete our supplemental application. Please be prepared to submit the following items:
 - Statement of Purpose
 - Professional Résumé

STEP 3 – SUPPLEMENTAL DOCUMENTS

- Official Transcripts
Official transcripts will be required from all undergraduate and graduate institutions from which you have received credit.
- Official Graduate Aptitude Exam Score Report (Requirement varies per program)
 - GMAT | www.mba.com | Select code that matches degree program of interest
 - GRE | www.ets.org | Select code for CSUF College of Business and Economics Graduate Programs: 4589

International Student Requirements

- Translated copy of all degree certificate(s) sent by previous colleges and/or universities
- The university will accept The International Credential Advantage Package (ICAP) through World Education Services in place of official transcripts for applicants unable to mail transcripts directly from their colleges and/or universities. To learn more about this option, please contact WES.
- Official English Proficiency Exam Score Report if all degrees were obtained outside of the United States (See exceptions: <http://international.fullerton.edu/admissions/transfer-students>)
 - TOEFL | www.ets.org | Select code: 4589 | Minimum: 88 (IBT)
 - IELTS | www.ielts.org | Minimum: 7
 - PTE | www.pearsonpte.com | Minimum: 65
- CSUF Financial Affidavit signed by financial sponsor
<http://admissions.fullerton.edu/resources/forms/financial-affidavit.pdf>
- Bank statement from your financial sponsor's bank (dated within the last year), showing sufficient funding
- Copy of your passport
- Copy of your current I-20 and/or I-94, if you are currently in the United States (Answers to questions regarding international student required documents are available on the [International Students & Scholars website.](#))

Mail official transcripts and international requirements (if applicable) to:

Office of Admissions, California State University, Fullerton
P.O. Box 6900 (or 800 N. State College Blvd), Fullerton, CA 92831-6900