Undergraduate Admissions

Requesting Information and Application for Admission

Before you decide to apply for admission to Chico, we invite you to come visit our campus. The Office of Admissions staff is ready to make your visit beneficial and provide pre-admission advising, help with application procedures, and other specialized services. The following information may help you plan your visit here.

Current admission information and the complete CSU admissions application and instructions are available on the website http://www.csuchico.edu/admissions/want-to-apply/index.shtml.

An electronic application is strongly encouraged. However, access to a paper application is also available via the CSU Mentor website.

Campus Tours

Guided campus tours are given Monday through Saturday and depart from the Office of Admissions located in the Student Services Center, room 130. Tour times, availability, and reservations can be found on our website at http://www.csuchico.edu/admissions by clicking on the Schedule a tour link. Please make a reservation at least one week in advance. Large groups over 9 require reservations in advance through our Special Tours office. They can be reached at specialtours@csuchico.edu.

Self-guided tour materials are available at the Office of Admissions during regular business hours and on our website by clicking on the schedule a tour link and then Self-Guided tour.

Library tours are provided during the week prior to the first week of classes and the first two weeks of each semester.

Visitor Parking permits are available to purchase at the parking structure located on the corner of West Second and Cherry Streets. Further parking information can be found at http://www.csuchico.edu/taps/.

Pre-Admission Services

The Office of Admissions provides information about higher education to prospective students, parents, guidance counselors and others. The staff assists students in the admission process and informs other educational institutions and agencies about the CSU and CSU, Chico programs, policies, and procedures. Other services include coordination of visits by admissions personnel to high schools, community colleges, community agencies, and responding to inquiries on University enrollment. You may access additional information regarding CSU, Chico at http://www.csuchico.edu or call 530-898-4428.

Admission Procedures and Policies

Requirements for admission to CSU, Chico are in accordance with Title 5, Chapter 1, Subchapter 3, of the California Code of Regulations. Further information is available at http://www.csumentor.edu/planning/.

Electronic versions of the CSU undergraduate and graduate applications are accessible on the World Wide Web at http://www.csumentor.edu. CSU Mentor allows students to browse through general information about CSU’s twenty-three campuses, view multimedia campus presentations, send and receive electronic responses to specific questions, and apply for admission.

Applying online via www.csumentor.edu is expected unless electronic submission is impossible. Application in “hard copy” form may be obtained online via www.csumentor.edu as a portable data format (PDF). Paper applications may be mailed to the campus admission office.

Any CSU, Chico student or applicant for admission to CSU, Chico has the right to be free from discrimination, harassment, and retaliation. If you feel
Importance of Filing Complete, Accurate, and Authentic Application Documents

CSU, Chico 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 registration or academic credit, suspension, or expulsion (Section 41301, Article 1.1, Title 5, California Code of Regulations).

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 during the filing period. The $55 nonrefundable application fee should be in the form of a check or money order payable to “CSU, Chico” or by credit card and may not be transferred or used to apply to another term. An alternate major may be indicated on the application.

Impacted Programs

The CSU designates programs as impacted when more applications from CSU regularly eligible students 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 or campus.

The Systemwide Impaction of Admission may be announced, when unexpected circumstances necessitate a curtailment of admission to specific campuses. Detailed information on campus and programs impaction is available at www.calstate.edu/impactioninfo.shtml and www.csumentor.edu. That announcement will also be published in official CSU publications distributed to high school and college counselors, and made available online at www.calstate.edu/impactioninfo.shtml. 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 or admission categories 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 December, of the preceding year.

The supplementary admission criteria used by the individual campuses to screen applicants are made available by the campuses to all applicants seeking admission to an impacted program. Details regarding the supplemental admission criteria are published at www.calstate.edu/impactioninfo.shtml.

CSU, Chico is an impacted campus; therefore we will use supplemental admission criteria beyond the CSU minimum eligibility index for first-time freshmen. The academic characteristics of the applicant pool will determine an admission cut-off based on high school GPA, SAT-reasoning or ACT composite scores, and completion of required subject matter. All students must apply during the initial filing period for the appropriate semester (October 1-November 30 for the fall semester and August 1-31 for the spring semester). Nursing and Recording Arts at CSU, Chico are designated as impacted majors. Please visit us online or call the Admissions office for an updated list of impacted majors. Upper-division transfer students from outside of our local admission area may be held to a higher GPA requirement. This GPA will be decided based on the characteristics of the applicant pool.

Use of Social Security Number

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, and Section 6109 of the Internal Revenue Code (26 U.S.C. 6109). The University uses the social security number to identify students and their records including identification for purposes of financial aid eligibility and disbursement and the repayment of financial aid and other debts payable to the institution. Also, the Internal Revenue Service requires the University to file information returns that include the student’s social security number and other information such as the amount paid for qualified tuition, related expenses, and interest on educational loans. This information is used by the IRS to help determine whether a student, or a person claiming a student as a dependent, may take a credit or deduction to reduce federal income taxes.
Residency Determination

Whether you are a resident of California or a non-resident determines the fees you pay and the admissions requirements which apply to you. Residence classifications are determined through a review of the information you provide in the residence portion of your admissions application. For a summary statement of the principal rules and exceptions regarding the residence determination, see "Determination of Residency for Tuition Purposes" in the Story CSU System Policies and Regulations section of this catalog.

Undergraduate Admission Requirements

Freshman Requirements

Generally, first-time freshman applicants will qualify for regular admission if they meet the following requirements:

1. Have graduated from high school, or have earned a Certificate of General Education Development (GED), or have passed the California High School Proficiency Examination; and
2. Have a qualifying minimum eligibility index (see section on Eligibility Index below); and
3. Have completed with grades of C or better each of the courses in the comprehensive pattern of college preparatory subject requirements (see "Subject Requirements").

Eligibility Index - The eligibility index is the combination of your high school grade point average and your score 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. Please note calculation of eligibility index varies by campus. As an impacted campus, at CSU, Chico the high school GPA is based on all college preparatory "a-g" subject requirements taken in the 10th and 11th grades.

Your CSU Eligibility Index (EI) can be calculated by multiplying your grade point average by 800 and adding your total score on the mathematics and critical reading scores of the SAT. If you took the ACT, multiply your grade point average by 200 and add ten times the ACT composite score. If you are a California high school graduate (or a resident of California for tuition purposes), you 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. However, CSU, Chico is impacted for first-time freshmen and a higher index will be required.

For admission to terms during the 2013-2014 academic year, the University has no plans to include the writing scores from either of the admissions tests in the computation of the CSU Eligibility Index. See the Eligibility Index Table.

If you neither graduated from a California high school nor are a resident of California for tuition purposes, you need a minimum index of 3502 (SAT) or 842 (ACT). If you are a graduate of a secondary school in a foreign country, you must be judged to have academic preparation and abilities equivalent to applicants eligible under this section.

Non-impacted CSU campuses do not require a submission of test scores if you have a grade point average of 3.00 or above (3.61 for non-residents). 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. CSU, Chico requires SAT or ACT scores of all applicants for freshman admission.

Conditional Admission

CSU, Chico may conditionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and that which will be completed during the senior year. The campus will verify 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 by the deadline set by the University. 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.

You will qualify for regular (non-conditional) admission when the University verifies that you have graduated and received a diploma from high school, have a qualifying 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.

The CSU uses only the ACT score or 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.

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"), from either the ACT or the SAT of the College Board. If you are applying to an impacted campus or program, you are required to submit test scores, and you should take the test no later than December of the preceding year. Test scores are also used for advising and
College Board SAT Program
P.O. Box 025505
Miami, FL 33102
866-756-7346
http://www.collegeboard.org/

ACT Registration Unit
P.O. Box 414
Iowa City, Iowa 52243-0414
319-337-1270
http://www.act.org/

TOEFL Requirement
If you are an undergraduate applicant whose native language is not English and you 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, then you must present a score of 500 (paper based), or 61 (Internet based), or above on the Test of English as a Foreign Language. Some majors may require a higher score.

Subject Requirements
As a first-time freshman applicant, the California State University requires that you 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.

Social Science, 2 years
- (including one year of U.S. History or U.S. History and government)

English, 4 years

Mathematics, 3 years
- (algebra, geometry, and intermediate algebra)

Laboratory Science, 2 years
- (one biological and one physical science, both with labs)

Foreign language, 2 years
- (same language, subject to waiver for applicants demonstrating equivalent competence)

Visual or Performing Arts, 1 year
- (art, dance, drama/theatre, or music, one year-long course)

Electives, 1 year
- (selected from English, advanced mathematics, social science, history, laboratory science, foreign language, visual and performing arts, or other courses approved and included on the UC/CSU "a-g" list)

Subject Requirement Substitution for Students with Disabilities
- Applicants with disabilities are encouraged to complete college preparatory course requirements. If you are judged unable to fulfill a specific course requirement because of your verified disability, alternate college preparatory courses may possibly be substituted for specific subject requirements. Substitutions may possibly be authorized on an individual basis after review and recommendation by your academic advisor or guidance counselor in consultation with a CSU Chico Admissions counselor. Although the distribution may be slightly different from the course pattern required of other students, students qualifying for substitutions will still be held for 15 units of college preparatory study. You should be aware that course substitutions may limit your later enrollment in certain majors, particularly those involving mathematics. For further information, please call the Office of Admissions at 530-898-6322. Chico State requires that course substitutions be approved before the substituted course has been taken. Subject requirement substitutions are granted on a case by case basis.
Transfer Policies of CSU campuses

Authority for decisions regarding the transfer of undergraduate credits is delegated to each California State University (CSU) campus. Most commonly, college level credits earned from an institution of higher education accredited by a regional accrediting agency recognized by the United States Department of Education is accepted for transfer to campuses of the CSU.

The CSU General Education-Breadth (GE-Breadth) program allows California Community College (CCC) transfer students to fulfill lower-division general education requirements for any CSU campus prior to transfer. Up to 39 of the 48 GE-Breadth units required can be transferred from and certified by a California college. “Certification” is the official notification from a California Community College that a transfer student has completed courses fulfilling lower-division general education requirements. The CSU GE-Breadth certification course list for particular community colleges can be accessed at www.assist.org.

Campuses may enter into articulation agreements on either a course for course or program to program basis. Such articulations are common between CSU campuses and any or all of the California community colleges, but may exist between CSU campuses and other institutions. Established CSU/CCC articulations may be found on www.assist.org. No more than 70 semester/105 quarter units may be transferred to a CSU campus from an institution which does not offer bachelor’s degrees or their equivalents, e.g., community colleges.

Transfer Requirements

Students who have completed fewer than 60 transferable semester college units (fewer than 90 quarter units) are considered lower division transfer students. Students 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 will 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. Will meet the freshman admission requirements (grade point average and subject requirements) in effect for the term to which they are applying (see “Freshman 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.

Please Note: CSU, Chico is not accepting applications from lower-division transfer students. (Due to enrollment pressures, many CSU campuses do not admit lower division transfer applicants). Please refer to the application filing status report to find out which CSU campuses are currently accepting applications http://www.csumentor.edu/filing_status/.

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

CSU Chico also recommends completion with a C or higher of General Education courses in English Composition and Mathematics.

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, e.g., SAT subject tests.

Please consult with any CSU Admission Office for further information about alternative ways to satisfy the subject requirements. (Due to enrollment pressures, many CSU campuses do not admit lower division transfer applicants.)

Upper Division Transfer Requirements

Generally, applicants will qualify for admission as an upper division transfer student if they meet all of the following requirements:

1. Complete 60 semester (90 quarter) transferable units and
2. Complete at least 30 semester (45 quarter) units of general education with a C or better. The 30 units must include the general education requirements in communication (oral communication, English composition, critical thinking), and one course in college-level mathematics (course after intermediate algebra) and
3. Have a grade point average of at least 2.0 (C or better) in all transferable units attempted; and
4. Are in good standing at the last college or university attended.

Impaction Criteria: CSU, Chico is an impacted campus for upper-division transfer students. In addition to meeting the general CSU transfer admission requirements, students from outside of our local admission area may be held to a higher GPA requirement. This GPA will be decided based on the characteristics of the applicant pool.
Conditional Admission

CSU, Chico may conditionally admit transfer applicants based on their academic preparation and courses planned for completion. The campus will verify 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 by established document deadlines. Campuses will rescind admission for all students who are found to not 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.

Student Transfer Achievement Reform (STAR) Act (SB 1440)

The Student Transfer Achievement Reform (STAR) Act (SB 1440) establishes an Associate in Arts (AA-T) or Associate in Science (AS-T) for transfer for California Community College students and is designed to provide a clear pathway to the CSU degree major.

California Community College students who earn a transfer associate (AA-T or AS-T) degree are guaranteed admission with junior standing to the CSU and given priority admission over other transfer students when applying to a local campus, or non-impacted program. AA-T or AS-T admission applicants are given priority consideration to an impacted campus/program or to campuses/programs that have been deemed similar to the degree completed at the community college. Students who have completed an AA-T/AS-T in a program deemed similar to a CSU major are able to complete remaining requirements for graduation within 60 semester units.

For more information contact your Community College Transfer Center or review these resources:

CSU Message to Applicants

CCC Associate Degree for Transfer

International (Foreign) Student Admission Requirements

The CSU must assess the academic preparation of foreign students. For this purpose, “foreign students” include those who hold U.S. temporary visas as students, exchange visitors, or in other nonimmigrant classifications. Please see our web page for more in-depth information: http://www.csuchico.edu/iss/prospective/index.shtml.

The CSU uses separate admission requirements for international students. Each campus sets its own application filing periods for international students. At CSU, Chico the undergraduate application period for the Fall semester is from October 1 to May 1. For the Spring semester, the application period is from July 1 to September 15. Verification of English proficiency (see the section on the TOEFL requirement), proof of adequate financial resources, and academic performance are all important considerations for admission. Academic records from foreign institutions must be official, and cannot be sent as email attachments. If transcripts are not in English they must be accompanied by certified English translations. All supporting documents must be received by June 1 for fall admission and November 1 for spring admission.

Academic requirements: Graduates of secondary schools in foreign countries are required to have academic preparation and abilities sufficient to succeed in a demanding bachelor’s degree program. A cumulative grade point average of B (3.0 on a 4.0 scale) or the equivalent earned in secondary school is required. Students with college or university-level course work are required to have a B-/C+ average (2.40 on a 4.0 scale) on all postsecondary course work. Students with two years of academic study in the United States must also meet the requirements listed in "Admission as a Transfer Student."

Conditional Admission: The university offers conditional admission with the on-campus intensive English language program, ALCI, the American Language and Culture Institute. Students must meet all requirements for regular admission with the exception of only the English language proficiency requirement. Visit http://rce.csuchico.edu/Alci for more information about the ALCI program. To be considered for conditional admission, students must apply to both programs at least 3 months prior to the beginning of the ALCI session they wish to attend. Deadline information can be found at http://rce.csuchico.edu/Alci/ConditionalAdmission.asp.

English language proficiency requirement: Evidence of minimum English language proficiency is required for unconditional admission. Acceptable evidence:

1. TOEFL score of 61 computer-based/500 paper-based (Students with scores between 61-79/500 -549 are restricted to a maximum of 15 units their first semester including a special college-level English course. Scores 80/550 and above have no restrictions.)
2. IELTS score band 6 (Band 6 score results have the same restrictions as described above. Band 6.5 score results have no restrictions.)
3. Three years of full-time academic (not ESL) study at the secondary and/or postsecondary level in a country where English is the primary spoken language.
4. U.S. transfer students who have completed all General Education Area A Communication Skills courses with grades of C or better: Oral, Written, and Critical Thinking.

Financial support requirement: Evidence of sufficient financial support to complete degree program is required for admission. The current required amount is found at http://www.csuchico.edu/iss/prospective/fees.shtml. These figures are subject to change.

Other examinations: SAT I is not required for admission. Results may qualify you for exemptions from certain placement tests once you arrive in Chico. (See Mathematics and Writing Requirements)
**Required health insurance:** All admitted international students on F-1 and J-1 visas must agree to obtain and maintain health insurance as a condition of registration and continued enrollment in the California State University. Required coverage is $30,000 minimum for accident or illness; $10,000 minimum for medical evacuation; and $7,500 minimum for repatriation. A reasonably-priced policy that meets these minimums can be purchased at the time of arrival at the University.

**Health issues:** All students must show proof of measles and rubella vaccinations. International students must submit results of a recent tuberculin test. All students 18 years of age or younger on the first day of the semester must also show proof of Hepatitis B vaccination 3 shot series over a 6 month period. The University Health Center can administer the required vaccinations for a fee.

## The International Baccalaureate

California State University, Chico recognizes the International Baccalaureate as a strong college preparatory program. (The International Baccalaureate North America/IBNA is one example of an IB program.) Applicants currently enrolled in a full IB diploma program will be considered to have met or have in progress all college preparatory subject requirements for admission. Students completing less than the full IB diploma program must meet subject requirements as described in "Subject Requirements for First-time Freshman Applicants." Additional factors to be considered in reaching our admissions decision will be the high school GPA and ACT or SAT results. CSU will award honors points in the GPA calculation for eight semester courses taken in the 11th or 12th grade, including up to two International Baccalaureate (IB) or Advanced Placement (AP) courses with 11th or 12th grade content taken by a student in the tenth grade. Applicants who plan to enroll at Chico should submit a copy of the official IB transcript when it is available in July. Six semester units of advanced standing credit will be awarded for each Higher Level examination passed with a score of 4, 5, 6, or 7. No credit will be awarded for Subsidiary Level passes.

## High School Students

High school students may 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. Such admission is only for a given specific program and does not constitute a right to continued enrollment.

## High School Scholars

High school students in the 11th or 12th grade maintaining a 3.0 grade point average in college preparatory classes may enroll in University courses on a limited basis with the recommendation of their high school principal. A special application form is required and may be obtained in the Office of Admissions. Approval to take courses is granted on a semester-by-semester basis and does not constitute the right to continued enrollment. The High School Scholar program is subject to yearly budgetary renewal. Please refer to this [High School Scholars](http://www.csuchico.edu/sss) link for program status.

## Other Applicants

### Educational Opportunity Program

To be eligible for EOP admission, you must be an undergraduate and a California resident. EOP provides assistance to historically low-income, first-generation college students. Students may be academically underprepared or lacking the subject requirements, grades, or test scores normally required for college attendance, but have demonstrated the potential for academic success. Students who are academically eligible for regular admission to the University and meet the EOP criteria may also apply. To apply for admission through EOP, you must submit an EOP application, which includes the EOP applicant information form and recommendation forms.

For additional information about the Educational Opportunity Program, please call 530-898-6831 or e-mail copadm@csuchico.edu.

## Veterans

If you are a veteran of the United States military service and a California resident, you may possibly be granted admission even if you do not meet the University's regular admissions requirements. If you wish to request consideration under this provision, follow regular application procedures, and send a letter of appeal to the Office of Admissions.

## Adult Students

As an alternative to regular admission criteria, if you are twenty-five years of age or older, then you may be considered for admission as an adult student if you meet all of the following conditions:

1. Possess a high school diploma (or establish equivalence through either the General Educational Development or the California High School Proficiency Examination).
2. Have not been enrolled in college as a full-time student for more than one term during the past five years.
3. If there has been any college attendance in the last five years, have earned a C average or better in all college work attempted.
Consideration will be based upon a judgment as to whether you are 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.

You must send a formal letter of appeal and all transcripts from high school and colleges. An admissions committee will review each appeal for adult admission. Admission is determined on a case-by-case basis. Recent coursework in math and English to demonstrate college-level proficiency is essential for admission.

Applicants Not Regularly Eligible

Applicants not admissible under one of the above provisions may enroll in extension courses, at a community college, or at another appropriate institution to meet eligibility requirements. Denied applicants may choose to petition for special admission consideration. Only under the most unusual circumstances and only by special action will such applicants be admitted to CSU, Chico.

Auditing Classes

Auditors regularly attend classes. However, they do not actively participate by preparing outside assignments or by taking examinations; nor do they receive academic credit for participation in classes. If you want to audit a class for information only, you must submit the regular admissions application but without payment of the $55 application fee.

Enrollment as an auditor is subject to the permission of the instructor, and permitted only after students otherwise eligible to enroll in the course on a credit basis have had an opportunity to do so. Auditors are subject to the same fee structure as credit students.

Reservation

The University reserves the right to select its students and deny admission to the University or any of its programs as the University, in its sole discretion, determines appropriate based on an applicant’s suitability and the best interests of the University.

Applying to the University

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 non-refundable application fee should be in the form of a check or money order payable to "CSU, Chico” or by credit card if submitting the online application, and may not be transferred or used to apply to another term. An alternate campus and major may be indicated on the application, but applicants should list as an alternate campus only a CSU campus that also offers the major. Generally, an alternate major will be considered at the first choice campus before an application is redirected to an alternate choice campus. An electronic CSU undergraduate application is available on the Web at http://www.csuchico.edu/admissions/. If you are applying for admission as a graduate student, see http://www.csuchico.edu/graduestudies/index.shtml.

CSU, Chico 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 submit authentic and official transcripts of all previous academic work attempted by the established deadline. Failure to file complete, accurate, and authentic application documents may result in denial of admission, cancellation of academic credit, suspension, or expulsion (Section 41301, Article 1.1, Title 5, California Code of Regulations).

The CSU designates programs as impacted when more applications 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. You must meet supplementary admission criteria if applying to an impacted program.

The CSU will announce during the fall filing period which programs are impacted and the supplementary criteria campuses will use. That announcement will be in the Impacted Programs Matrix, and available online at http://www.calstate.edu/sas/annual-publications/documents/ImpactedProgramsMatrix.pdf. Information about the supplementary criteria is also sent to program applicants.

You must file your application for admission to an impacted program during the initial filing period. If you wish to be considered in impacted programs at two or more campuses, you must file an application to each.

Please visit us online or call the Admissions Office to inquire if CSU, Chico is impacted for a given term. Applicants from CSU Chico’s service area will receive priority for admission if enrollment space becomes limited.

Returning Students

If you are a returning student seeking admission after an absence of more than one semester, you must file an application for admission and a $55 fee to reactivate your student record. However, if you have been away from the University for only one semester, you are exempt from paying the application fee, unless academic work was taken during your absence from Chico at another collegiate institution. If you have been absent from the
University on an approved Planned Educational Leave (PEL), you are not required to file an application for readmission or pay the $55 fee. For further information on educational leaves, see "Planned Educational Leave" in the Academic Policies and Regulations section.

Please note that if you were disqualified from CSU, Chico, you must submit an Appeal for Reinstatement to the Academic Advising Office, and be reinstated before your application for admission will be processed.

**Intrasystem and Intersystem Enrollment Programs**

Students enrolled at any CSU campus will have access to courses at other CSU campuses on a space available basis unless those campuses or programs are impacted or admissions to the desired program or admission categories are closed. This access is offered without students being required to be admitted formally to the host campus and sometimes without paying additional fees. Although courses taken on any CSU campus will transfer to the student’s home CSU campus as elective credit, students should consult their home campus academic advisors to determine how such courses may apply to their specific degree programs before enrolling at the host campus.

There are two programs for enrollment within the CSU and one for enrollment between CSU and the University of California or California Community Colleges. Additional information about these programs is available from the Office of Admissions, 530-898-6321.

**CSU Concurrent Enrollment:** Matriculated students in good standing may enroll at both their home CSU campus and a host CSU campus during the same term. Credit earned at the host campus is reported at the student’s request to the home campus to be included on the student’s transcript at the home campus.

**CSU Visitor Enrollment:** Matriculated students in good standing enrolled at one CSU campus may enroll at another CSU campus for one term. Credit earned at the host campus is reported at the student’s request to the home campus to be included on the student’s transcript at the home campus.

**Intersystem Cross Enrollment:** Matriculated CSU, UC, or community college students may enroll on a “space available” basis for one course per term at another CSU, UC, or community college and request that a transcript of record be sent to the home campus.

**International Student Application Procedures (Undergraduate)**

If you are an international student, a special international application is online at [http://www.csumentor.edu/](http://www.csumentor.edu/) or a .pdf form is available at [http://em.csuchico.edu/admissions/international/appdates.aspx](http://em.csuchico.edu/admissions/international/appdates.aspx).

Students are strongly encouraged to submit applications by the deadlines:

Fall semesters
- May 1

Spring semesters
- September 15

Late applications are considered on a case-by-case basis. Please contact the International Undergraduate Admissions office to discuss submission of a late application at 530-898-4895, or [iusg@csuchico.edu](mailto:iusg@csuchico.edu).

For more information regarding international student admission requirements refer to the "Qualifications" page on the International Student Services website at: [http://www.csuchico.edu/iss/prospective/qualifications.shtml](http://www.csuchico.edu/iss/prospective/qualifications.shtml).

**Steps in the Application Process**

**1.) Initial (Priority) Filing Periods**

Due to the high demand for admission to Chico, first time freshman and transfer applicants must apply during the initial filing period. All other applicants are strongly encouraged to do the same. All applications received electronically or postmarked during the initial filing period will be given equal consideration within established enrollment categories and quotas. If applying after the initial filing period, consult the campus admission office for current information. Similar information is conveniently available at [http://www.csumentor.edu/filing_status/Default.asp](http://www.csumentor.edu/filing_status/Default.asp)

**Semesters Initial Filing Period**

- **Fall 2013** – Oct. 1–Nov. 30, 2012
- **Spring 2013** – Aug. 1–31, 2012
- **Summer 2013** – Feb. 1–28, 2013
- **Fall 2014** – Oct. 1–Nov. 30, 2013
- **Spring 2014** – Aug. 1–31, 2013
- **Summer** – 2014 Feb. 1–28, 2014
Hardship Petitions for Late Applicants

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 Admission Offices regarding specific policies governing hardship admission. Each request is considered on a case-by-case basis.

2.) Application Acknowledgment

You will receive a confirmation from CSU Mentor when you submit your online application. A separate notice will be sent by CSU, Chico requesting that you submit additional records necessary to evaluate academic qualifications. You may be assured of admission if the evaluation of your relevant qualifications indicates that you 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.

3.) Transcripts and Test Scores

For specific information visit our website at http://www.csuchico.edu/admissions/ or contact the Office of Admissions at 530-898-6322.

4.) Notification of Admission

If you submitted your application during the initial filing period, and all necessary documents have been received, you will receive confirmation of your admissions status, once the review process has been completed. Applicants who file later will be notified after necessary documents are received. Information about advising, orientation, and registration procedures will be sent to you. Late applicants may miss some of the options open to those who file in a timely manner.

CSU, Chico may conditionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and that which is planned for the senior year. The campus will verify the senior year of study to ensure that those so admitted complete their senior year of studies satisfactorily, including the required college preparatory subjects, and graduate from high school.

Appeal of Admission Decision

Section 89030.7 of the California Education Code requires the California State University establishes specific requirements for appeal procedures for a denial of admission. Each CSU campus must publish appeal procedures for applicants denied admission to the University. The procedure is limited to addressing campus decisions to deny an applicant admission to the University.

Admissions appeal procedures must address the basis for appeals, provide 15 business days for an applicant to submit an appeal, stipulate a maximum of one appeal per academic term, provide specific contact information for the individual or office to which the appeal should be submitted and must also be published on the campus website.

CSU, Chico Admission Denial Appeal Policy

Students have the right to appeal the decision made by CSU, Chico. Consideration for appeals is based on new and compelling information, extenuating circumstances and the overall academic record. Students have 15 business days from the date of receipt of the deny letter in the mail to submit a hard copy letter of appeal. Students are entitled to one appeal per academic term. We will communicate with an official letter once the appeal letter has been received. Decisions will be made by July 15 for the fall semester or the beginning of January for the spring semester. Please do not contact our office during this time as it may take months before we review any appeals or make any decisions. Students will be notified once a final decision has been made regardless of the outcome. All appeal letters and additional documentation, including your transcripts if applicable, should be addressed to:

CSU, Chico
Office of Admissions
Appeal Committee
Chico, CA 95929-0722

After Admission

Transfer Credit Evaluation

Once you have been admitted to the University, and submitted your Intent to Enroll, your Admissions Evaluator will analyze and report your advanced placement course credit, transfer and other credit for which you may be eligible. Please note that you may not be correctly classified as to the proper class level until all transcripts have been received and properly evaluated. Once you enroll, the Office of the Registrar will establish a permanent student record for you. This permanent record will eventually include your official transcript of all courses taken at CSU, Chico and their associated grades. Your student record may also include a recording of additional credit for which you may be eligible by virtue of specific tests, examinations, and a summary record of all transfer credit from previous colleges or universities you may have attended, as well as an evaluation of how those credits may apply to academic program requirements at CSU, Chico. Please see the "Evaluation" section in the Academic Advising chapter.
for information regarding transfer credit evaluation and [Student Records and Registration](#) for additional discussion of records and registration processes and procedures.

**New Student Advising and Orientation**

Before the beginning of each fall semester, Academic Advising Programs' staff coordinates new student orientation and advising sessions, which provide the most comprehensive advising assistance Chico offers to first-time students. In November and December, it also conducts brief advising sessions for new students enrolling in the spring semester. See the [Academic Advising](#) section in the University Catalog and call or visit Advising and Orientation for details on all programs for new students.

**SystemwidePlacement 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. Failure to complete remediation by the end of the first year may result in denial of enrollment for future terms.

You must register for the EPT and/or ELM [online](#). It is recommended that you test as early as possible. Questions about test dates and registration materials may be addressed to CSU, Chico Testing Office, 530-898-6218.

**English Placement Test (EPT)**

The English Placement Test (EPT) is designed to assess the level of reading and writing skills of students entering the California State University. The CSU EPT must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 147 or above on the EPT will be placed in college-level composition classes.

Exemptions from the EPT are granted only to those who present proof of one of the following:

- A score of 500 or above on the critical reading section of the College Board SAT Reasoning Test
- A score of 22 or above on the American College Testing (ACT) English Test
- A score of 3 or above on either the Language and Composition or Composition and Literature examination of the College Board Scholastic Advanced Placement Program
- Completion and transfer to CSU of the credits for a college course that satisfies the CSU General Education requirement in English Composition, provided such a course was completed with a grade of C or better
- A score of “Exempt” or “Ready for college-level English courses” on the CSU Early Assessment Program (EAP) taken along with the English Language Arts California Standard Test in grade 11

**Entry Level Mathematics (ELM) Placement Examination**

The Entry Level Mathematics (ELM) Examination is designed to assess and measure the level of mathematics skills acquired through three years of rigorous college preparatory mathematics coursework (Algebra I and II, and Geometry) of students entering the California State University (CSU). The CSU ELM must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 50 or above on the ELM will be placed in college-level mathematics classes.

Exemptions from the ELM are granted only to those who present proof of one of the following:

- A score of 550 or above on the mathematics section of the College Board SAT Reasoning Test
- A score of 550 or above on a College Board SAT Subject Test in Mathematics (level 1 or level 2)
- A score of 23 or above on the American College Testing (ACT) Mathematics Test
- A score of 3 or above on the College Board Advanced Placement Calculus AB or Calculus BC exam
- A score of 3 or above on the College Board Advanced Placement Statistics examination
- Completion and transfer to CSU of a college course that satisfies the requirement in Quantitative Reasoning, provided such a course was completed with a grade of C or better
- A score of “Exempt” or “Ready for college-level Mathematics courses” on the CSU Early Assessment Program (EAP), taken in grade 11 in conjunction with the CST in Summative High School Mathematics or Algebra II
- A score of “Conditionally ready for college-level Mathematics courses” or “Conditional” on the CSU Early Assessment Program (EAP) taken in grade 11 along with the California Standards Test in Summative High School Mathematics or Algebra II, provided successful completion of a CSU-approved 12th grade math course that require Algebra II as a prerequisite

**Early Start Program**
Beginning with the class of 2012, entering resident freshmen who are not proficient in math or “at risk” in English will need to start the remediation process before their first term. By 2014, all new freshmen students who have not demonstrated college-readiness in mathematics and English will need to begin work on becoming ready for college-level English before the start of their first term. The goals of Early Start Program are to:

- Better prepare students in math and English, before the fall semester of freshman year;
- Add an important and timely assessment tool in preparing students for college; and
- Improve students’ chances of successful completion of a college degree.

For 2012, resident students would be required to participate in the Early Start Program if their ELM score is less than 50 and/or their EPT score is less than 138. Newly admitted freshman students who are required to complete Early Start will be notified of the requirement and options for completing the program as part of campus communications to newly admitted students.

**Health Screening**

Entering CSU students are required to present proof of the following immunizations to the CSU campus they will be attending before the beginning of their first term of enrollment. These are not admission requirements, but are required of students as conditions of enrollment in CSU. To avoid a hold being placed on your registration that may result in delays or denial of access to registration, you must secure proof of immunity and be prepared to present it as required to the Office of The Registrar in Student Services 110. Proof of immunizations may be obtained from your high school records, personal physician, your county health department, or the Student Health Center on campus. If you wish to request an exemption on specific grounds, you must file a Student Immunization Certification form with the Office of the Registrar.

**Measles & Rubella:** All new and readmitted students must provide proof of full immunization against measles and rubella prior to enrollment.

**Hepatitis B:** All new students who will be 18 years of age or younger at the start of their first term at a CSU campus must provide proof of full immunization against Hepatitis B before enrolling. Full immunization against Hepatitis B consists of three timed doses of vaccine over a minimum 4 to 6 months period. If you need further details or have special circumstances, please consult either the Office of The Registrar (530-898-5142) or the Student Health Center (530-898-5241).

**Meningococcal Disease Information:** Each incoming freshman who will be residing in on-campus housing will be required to return a form indicating that they have received information about meningococcal disease and the availability of the vaccine to prevent contracting the disease and indicating whether or not the student has chosen to receive the vaccination.

**Registration For Courses**

Online registration occurs for new students from June through July for the fall semester, and from mid-October through early December for the spring semester. For specific dates, see the Academic Calendar section of the University Catalog or to find additional Academic Calendars http://www.csuchico.edu/apss/calendar.shtml. Please also see the Student Records and Registration section in the University Catalog for an overview of registration. For detailed course request and registration instructions, special registration notices, and other information you need to request and register for classes, see the Class Schedule, The Class Schedule as well as the University Catalog may be viewed on the Chico Website, via any Internet browser, at http://www.csuchico.edu/.

**Access and Academic Development Programs**

One of the goals at our University is to assist students from educationally or economically disadvantaged backgrounds to increase their access to CSU, Chico and support their academic success and retention while they are here. The following programs provide a variety of services and assistance in pursuit of these goals. See also "Access and Academic Development Programs" in the University Policies section at the conclusion of the University Catalog.

**The Educational Opportunity Program**

530-898-4028  
E-mail: eopadm@csuchico.edu  
Director: Chela Mendoza Patterson

The Educational Opportunity Program (EOP) provides assistance for first-generation college students who are historically low-income, academically underprepared, or lacking the subject requirements, grades, or test scores normally required for college attendance, but who have demonstrated the potential for academic success. Students who are academically eligible for regular admission to the University and meet EOP criteria may also apply. To be eligible for EOP admission, you must be an undergraduate and a California resident.

To apply for admission through EOP you must submit an EOP application, which includes the EOP applicant information form, and recommendation forms. All EOP applicants must also submit the CSU application form to the Office of Admissions.

**Student Support Services**
Student Support Service (SSS) is committed to helping low-income, first-generation college students; and students with disabilities; achieve a bachelor’s degree. SSS provides services such as academic and personal counseling, financial literacy, study skills assistance, and cultural activities. Career planning and graduate school advising are also offered to participants. Funded by the US Department of Education, the goal of SSS is to increase the college retention and graduation rates of its participants and to encourage them to pursue an advanced degree. Students who are not eligible to apply through EOP (residents of states other than California) may be eligible to apply to SSS.

High School Scholars

CSU, Chico cooperates with high schools within its Northern California service area to provide the High School Scholars registration fee waiver program for promising high school students to enrich their junior or senior year by enrolling concurrently in one or two designated University courses. The goal is to provide these high school students with an understanding of the expectations and opportunities provided by a college education. To participate, students must have earned a grade B or better in their high school college preparatory course work. A special application form is required and may be obtained in the Office of Admissions. Approval to take courses is granted on a semester-by-semester basis and does not constitute the right to continued enrollment.

Educational Talent Search

Educational Talent Search (ETS) is a federal TRIO Program designed to assist economically and educationally disadvantaged students, grades six through twelve, to continue their education through high school and beyond. Most students are low-income and come from families where neither parent has completed a baccalaureate degree. ETS provides students with the confidence and skills needed for success in post secondary education. ETS offers workshops and activities, including college exploration, study skills, self-esteem, tutoring, goal-setting, ACT/SAT prep, completing college applications, financial aid, and scholarships.

College of Engineering, Computer Science, and Construction Management-Academic Programs

MESA Schools Program-MSP

MESA Engineering Program-MEP
**Teacher Recruitment Program-TRP**

Tehama Hall Room 211  
530-898-4465  
e-mail: elarocco@csuchico.edu  
Director: Esther L. Larocco, PhD

The CSU, Chico Teacher Recruitment Program (TDP) seeks to make California's teaching workforce more inclusive. The goals are to attract participants from environments in which teaching has not been a common career goal and to assist these students in qualifying for entrance into the teaching profession. Participants are recruited from the broadest spectrum possible. Program services include, but are not limited to: academic advising, peer advising, use of computer lab facilities, CBEST workshops, scholarships, campus tours, and student support programs presentations. In addition, the program provides information and assistance to high school students and community college transfer students to ensure a smooth transition into the University.

**Upward Bound Math and Science**

Student Services Center 392  
530-898-5181  
e-mail: mimoreno@csuchico.edu  
Director: Maria Moreno

In 2003 the Upward Bound Math and Science program was funded to compliment the original Upward Bound and Upward Bound for ESL Learners programs. The purpose of the Math and Science program is to increase the number of participants succeeding in the fields of math, science, engineering, and information technology. The Math and Science program gives preference to students with aptitudes and interests in these fields. Participants take part in a six-week summer residential program at CSU, Chico and take college preparation courses, conduct research projects, and design a Web site to display their research findings. The summer program provides participants with an intensive growth experience through opportunity. This type of commitment continues throughout the academic year when the participants receive individualized training. The academic and summer components work together to prepare participants for a college education and a promising future.

**Upward Bound**

Student Services Center 392  
530-898-5181  
e-mail: upbd@csuchico.edu  
http://csucub.csuchico.edu/  
Director: Maria Moreno

The Upward Bound Project prepares low-income and first-generation high school students for success in post secondary education. 227 students from sixteen high schools in five counties benefit from tutoring and counseling at their schools during the academic year and from a six-week summer residential program at the University. The summer program includes college preparation courses, workshops, enrichments, and extracurricular activities.

**Upward Bound for ESL Learners**

Student Services Center 392  
530-898-5181  
e-mail: mimoreno@csuchico.edu  
http://csucub.csuchico.edu/  
Director: Maria Moreno

Upward Bound for ESL Learners prepares low-income and first-generation high school students for success in post secondary education. Students benefit from tutoring and counseling at their schools during the academic year and from a six-week summer residential program at the University. Students come from homes where English is not the primary language.

**Programs for Students Age 60 & Older**

**Eldercollege**

Center for Regional and Continuing  
Education 530-898-6105  
http://rce.csuchico.edu/  
Director: Elaina McReynolds

Persons aged sixty and older take regularly offered courses on a space-available, no-credit basis, with the permission of the instructor. A simplified
registration procedure and minimal fee is required each semester for all courses taken.

Fee Waiver For Students Sixty Years of Age or Older

Office of Admissions
530-898-6321
Coordinator: Patti Chaplin

Program currently suspended.
You may obtain further information from the Office of Admissions.