

UC and CSU Application Tips – 2016-17

- Both applications are due at midnight on **November 30, 2016**
 - Don't wait until the last minute to submit your application!
 - Don't forget to hit the Submit button!
 - Research campuses and apply broadly
 - Use your full, legal name on all applications – do not use your nickname
 - Use an email address that you check frequently – be aware of your email address appropriateness
 - Have a copy of your transcript(s) handy when you are completing applications – entering your coursework and grades accurately is very important
 - You will be asked to submit a transcript before enrolling to verify that what you put on your application is accurate, so be very careful when you are entering your information!
 - You do not need to send transcripts to any CSU or UC campuses at this time – if you are admitted and decide to attend, you will need to submit a transcript from each high school you attended only to the campus you are attending
 - CSU and UC campuses do not require letters of recommendation and they will not read them if you send them
 - Exception: UC Berkeley might give you the opportunity to submit a letter after you have applied
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CSU Application Tips

- Apply online through CSU Mentor – go to the “Apply” tab
 - Watch the Tutorial for detailed application instructions
- Each page of the application has detailed instructions – look for the ? Instructions button on the left side of the page
- Applying to multiple CSU campuses? Complete and submit the application for 1 campus first – the application for the next campus will auto-populate

Enrollment Information

Entry Status

- Graduating high school senior with no college credit: currently a senior that will graduate from high school AND have not and will not have earned college credit either by taking college courses or earning credit via AP exam
- Graduating high school senior with college credit: currently a high school senior and have or will earn college credit either by taking a college course or earning credit via AP exams.
- Do not mark that you are a transfer!

Personal Information

Applicant Information

- California State ID field is optional. Your California State Student ID can be found in the bottom left corner of your transcript – “State ID#”

Family Education, Income and Size

- If you are requesting a fee waiver, this information needs to be accurate. It can only be entered once.

Demographic Information

- Answer what you want. This information is for data and not used when reviewing your application for admission.

High School Information

Current Or Last High School Attended

- Northwood (unless you plan on graduating from another school!)

Other High School(s) Attended

- List ALL other high schools you have attended during grades 9-12

Test Information

- Enter scores in the application
- If you are taking a test in October, November or December, list those dates as well.
- Sending scores
 - To send your SAT score through College Board you will list CSU Mentor (code 3594). This will send the scores to ALL campuses. You can also send SAT Subject Scores at the same time.
 - To send your ACT scores through ACT, Inc., you will list one CSU as a recipient. Once the score has been sent, you will log into CSU mentor and complete the ACT SCORE MANAGER to release the score to the other CSU campuses.

College Information

Current, Previous, and Planned Colleges Attended

- Only applicable to graduating seniors with college credit
- List all colleges that you attended during grades 9-12
- For CSUF Calculus class taken at NHS:
 - Term Type: Semester
 - Units completed: 8 if you already completed both semesters of the course; 0 if in progress
 - Units attempted to date: 8 if you took or are currently enrolled in both semesters
 - Cumulative GPA: Enter GPA if already completed; 0 if in progress
 - Grade Points: Enter grade points if already completed; 0 if in progress
 - Degree: None
 - Degree Date: Leave blank
 - Fee status: Resident

Advanced Standing Credit

- Click all that apply

High School Preparation

- For California high schools, the college preparatory courses should be available within each section for the student to select
- If you attended a school outside of the state or country, enter the course names precisely as they appear on your transcript from that school
- For all classes, you will enter the grade you earned
- Enter "In Progress" for classes you're currently in and "Planned" for courses you will take next semester
- Integrated Science 1 should be listed as a "Physical Science"
- Integrated Science 2 should be listed as a "Biological Science"
- Honors Credits
 - If a class receives "Honors/AP/IB Credit," there will be a plus sign listed on our transcript next to the course title or you can check our A-G list on the website
 - Make sure to select semester(s) for which you earned or will earn Honors/AP credit
- Repeated Courses

- List only the highest grade earned in this course – you do not need to list both grades.
Example: If you got a D in second semester Algebra 1, but took it over the summer and got a B, list only the B.
- Summer School
 - For course work taken in the summer, select the grade level AFTER the summer in which you took the course
- College Courses
 - If you are using these courses to fulfill the subject requirements to apply, you will list them under your high school course work in the “Colleges/Universities” section
 - For CSUF Calculus class taken at NHS:
 - Enter “Math 150A: Calculus I” for College course 1
 - Enter “Math 150B: Calculus II” for College course 2
 - Enter your fall grade or “In Progress” for Math 150A – for “Credit earned for:” choose “Fall term”
 - Enter your spring grade or “Planned” for Math 150B – for “Credit earned for:” choose “Spring term”
- LOTE Exemption
 - You can select “Formal schooling in a foreign language” for an entire school year if you went to a school where English was not the language of instruction
 - If you took the SAT Subject Test or AP Exam to fulfill the language requirement, make sure you enter it in the Area E using the instructions below – if you completed the subject requirement with course work and took a Subject Test, only enter the course work in Area E
 - Go to the institution and school year you were in when you took the Subject Test
 - In the “Other Course 1” box, enter “SAT ST” or “AP Exam” followed by the test name (e.g. Spanish)
 - Select “Semester” for Term Type and choose “Pass” as your grade for the number of semesters for which you are lacking credit (maximum of 4)
- High School GPA
 - Enter your 10-12 Academic Weighted GPA

Application Fee Waiver

- Choose “Yes” if you want to apply for a fee waiver – remember that the family information you entered at the beginning of the application must be complete and accurate to qualify

Review Your Application

- Remember to review your application carefully to ensure accuracy before you submit it!

CSU Application Support

- Application support is available at (800) 468-6927, at support@csumentor.edu, or at www.csumentor.edu
- Support is available Monday – Friday from 5:00am – 6:30pm and Saturday and Sunday from 11:00am – 6:00pm – extended hours will begin on November 23

UC Application Tips

- The application automatically times out after 30 minutes, so save often
- Use the progress bar at the top of the website and the “Inside This Section” links to the right of the page to navigate through the application

- There is a “Questions” box to the right of each page that may be helpful if you’re unsure how to complete a particular field

Campuses & Majors

Ranking UCSD Colleges

- You must look at descriptions of the colleges before you can rank them:
<http://provost.ucsd.edu/colleges/> (you can access this site from the application)

Academic History

High Schools Attended

- List every high school you have attended since 9th grade

High School Courses and Grades

- List coursework for each school exactly as it appears on your transcript from that school including any classes in which you earned a D or an F, even if you repeated them later

Colleges Attended While in High School

- List any college courses you have taken (e.g. IVC, CSU Fullerton)
- For CSUF Calculus class taken at NHS:
 - Fall Semester: Department – Math; Course No. – 150A; Course Title – Calculus I; Units – 4; Honors Status – CL; Grade – Enter grade or IP if currently enrolled; Subject Area/Course Category - Calculus
 - Spring Semester: Department – Math; Course No. – 150B; Course Title – Calculus II; Units – 4; Honors Status – CL; Grade – Enter grade or PL if taking in spring of 12th grade; Subject Area/Course Category - Calculus

Other Academic History

- Your California State Student ID can be found in the bottom left corner of your transcript – “State ID#”
- Additional Comments: This box is only to be used to explain any unusual circumstances in your academic history – it is not to be used as an extension of the Personal Insight questions

Activities & Awards

- Choose up to 5 of your most meaningful experiences in the following categories:
 - Coursework Other Than A-G
 - Educational Preparation Programs
 - Volunteer & Community Service
 - Work Experience
 - Awards & Honors
 - Extracurricular Activities
- Do not use acronyms – spell out the names of organizations, clubs, awards, etc.
- Be strategic when providing further description of your activities and awards

Test Scores

ACT & SAT; SAT Subject Tests

- Self-report your scores on your application
- UC does not super score, so you should only record the scores from the date on which you earned the highest overall/composite score
- Official score reports for any scores you self-report must be sent to at least 1 UC campus
- December scores are ok if you indicate that you are planning to test in December 2016

AP Exams

- Self-report for now – you can wait to send official score reports until you know what campus you will be attending and you’ve completed all AP exams

- Official AP exam score report is due no later than July 15

Personal Insight

- Respond to 4 of the 8 questions – 350 words each
 - Address all aspects of the prompts you choose
- These are not essays – they are designed to help the UC learn more about you
 - Writing style and grammar are not considered, but it's important that the reader understands what you are saying
 - Your responses should provide new information – should not repeat what's already in your application
 - Your voice should shine through!
- Check out the “Personal Insight Questions: Guide for Freshman Applicants”

Additional Comments

- The purpose of this box is not to expand on the Personal Insight questions or answer another one
- The purpose is to explain any unclear parts of your application or tell the UC about any unusual personal or family circumstances which you haven't explained elsewhere – for example:
 - Grade earned patterns
 - Circumstances which prevented you from doing something you wanted to do, like take a more rigorous course or play a sport
 - Prolonged illness
 - Learning difference

Submit

- Don't forget to click “Submit your application for UC admission”
- The application will let you know if you are missing anything – you will need to acknowledge if you are knowingly applying with incomplete information
- Release and Signature
- Fees and Payment
 - Fee waivers are available if you qualify
- Print and keep a copy of your receipt – you may need your application ID number
- If you don't receive an email confirming your application submission, contact the UC Application Center – see below for contact information

UC Application Support

- The UC Application Center is available at (800) 207-1710 or ucinfo@applyUCsupport.net
- If you change your phone number, email, or mailing address after applying, go to www.universityofcalifornia.edu/afterapply to learn how to update your application
- If you add or drop a course or earn a D or an F in a course after applying, send your changes by email to docs@applyUCsupport.net
 - Make sure to provide your full name, your date of birth, and your application ID number
- If you need to notify the UC of changes after you've received an offer of admission, contact the individual campus(es) to which you've been accepted