UNDERGRADUATE ADMISSIONS

Application Information and Forms
Office of Admissions and Outreach
Lassen Hall Lobby - Room 1102
www.csus.edu/admissions

The Office of Admissions and Outreach provides prospective students with information about academic programs, admission requirements, and the application process.

Requirements for admission to California State University, Sacramento are in accordance with Title 5, Chapter 1, Subchapter 3, of the California Code of Regulations. Complete information is available at www.csus.edu/admissions.

Electronic versions of the CSU applications are accessible at www.csus.edu/admissions. The CSU Mentor system allows students to browse through general information about CSU's 23 campuses, view multimedia campus presentations, send and receive electronic responses to specific questions, and apply for admission and financial aid.

Applying online via www.csus.edu/admissions is expected unless electronic submission is impossible. An acknowledgement will be sent when online applications have been submitted. Application in "hard copy" form may be obtained online via www.csus.edu/admissions as a portable data format (PDF). Application forms (in PDF) may also be downloaded from www.csus.edu/sas/publications.

Application should be mailed to:

Attention: Office of Admissions
California State University, Sacramento
6000 J Street
Sacramento, CA 95819-6048

Students who want to enroll for residence credit in either a fall or spring semester must file an application for admission. A student who has been in attendance at Sacramento State in either of the two preceding semesters is considered a continuing student and does not need to reapply or pay the $55 application fee. The application fee and are necessary when reentering California State University, Sacramento after an absence of two or more semesters, but are not required for students desiring to enroll only in extension or intersession.

Sacramento State Affirmative Action and Non-Discrimination Policy
Sacramento State seeks the participation in all its programs and activities, including admission and access, by all individuals without regard to race, color, religion, origin, age, sex, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. Discrimination based on these factors is prohibited by University policy. Sacramento State has established nondiscrimination and affirmative action programs that conform to applicable federal statutes, as well as pertinent laws, regulations, and directives of the State of California. These statutes prohibit discrimination and harassment (including sexual harassment) against applicants, students and employees.

For further information, or should you feel that you have been discriminated against in any one of the areas mentioned, including Title IX, Section 504 of the Rehabilitation Act of 1973 and the provisions of the Americans with Disabilities Act of 1990, as amended, contact the Office for Equal Opportunity at (916) 278-5770, equalopportunity@csus.edu, or visit our website at http://www.csus.edu/hr/departments/equal-opportunity/ (http://www.csus.edu/hr/departments/equal-opportunity).

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.

The student's social security number is not used as the individual identifier in all student records which may include:

1. application and admissions records,
2. registration records,
3. financial aid records,
4. records maintained by other University operated programs.

A student is assigned a unique Sacramento State ID upon submission of an application for admission to the University, which is used as the student identifier in all student records.

Such personally identifiable records are not shared or distributed to private individuals or agencies unless such sharing or distribution is authorized by the student or unless otherwise lawfully available. (See Appendix D).

Undergraduate Application Procedures
Prospective students applying for part-time or full-time undergraduate programs of study must submit a completed undergraduate application. The $55 nonrefundable application fee should be paid on-line at the time of application via credit card, e-check, or PayPal and may not be transferred or used to apply to another term. An alternate major may be indicated on the application. The applications of persons denied admission to an impacted campus may be re-routed to another campus at no cost, but only if the applicant is CSU eligible.
Importance of Filing Complete, Accurate, and Authentic Application Documents

Sacramento State advises prospective students that they must supply complete and accurate information on the application for admission, residency 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).

CSU Impacted Programs

The CSU designates programs as impacted when more applications from regularly eligible applicants 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 that they are offered; others are impacted only at a few campuses. Candidates for admission must meet all of the campus’ specified supplementary admission criteria if applying to an impacted program or campus.

The CSU will announce during the fall filing period those campuses or programs that are impacted. Detailed information on campus and program impaction will be available at the following websites:

- [www.calstate.edu/impactioninfo.shtml](http://www.calstate.edu/impactioninfo.shtml)
- [www.calstate.edu/sas/impaction-campus-info.shtml](http://www.calstate.edu/sas/impaction-campus-info.shtml)

Campuses will communicate supplementary admission criteria for all impacted programs to high schools and community colleges in their service area and will disseminate this information to the public through appropriate media. This information will also be published at the CSU campus individual website and made available online at [www.calstate.edu](http://www.calstate.edu).

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 admission consideration.

Supplementary Admission Criteria

Each campus with impacted programs or admission categories uses supplementary admission criteria in screening applicants. Supplementary criteria may include ranking—ordering of freshman applicants based on the CSU eligibility index or rank-ordering of transfer applicants based on verification of AA-T or AS-T degree, the overall transfer grade point average (GPA), 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, but no later than November or 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](http://www.calstate.edu/impactioninfo.shtml).

Sacramento State Designated Impacted Programs

Biological Sciences has been officially designated as an impacted program on the Sacramento State campus. Check with the Department of Biological Sciences, (916) 278-6535, to confirm current criteria.


All undergraduate programs in Business Administration have been officially designated as impacted programs on the Sacramento State campus. Check with the Undergraduate Business Advising Center to confirm current criteria at (916) 278-BIZZ (2499).


The upper division Clinical Nursing Program has been officially designated as an impacted program on the Sacramento State campus. Check with the Division of Nursing to confirm current criteria at (916) 278-6525.


Graphic Design and Photography have been officially designated as impacted programs on the Sacramento State campus. Check with the Department of Design, (916) 278-3962, to confirm current criteria.


All programs in Criminal Justice have been officially designated as impacted programs on the Sacramento State campus. Check with the Department of Criminal Justice to confirm current criteria at (916) 278-6487.


All undergraduate programs in Health Science have been officially designated as impacted programs on the Sacramento State campus. Check with the Department of Health Science to confirm current criteria at (916) 278-6441.

See Academic Programs/Health Science ([http://catalog.csus.edu/archives/2017-2018/colleges/health-human-services/health-science](http://catalog.csus.edu/archives/2017-2018/colleges/health-human-services/health-science)).

All programs in Psychology have been officially designated as impacted programs on the Sacramento State campus. Check with the Department of Psychology to confirm current criteria at (916) 278-6254.

See Academic Programs/Psychology ([http://catalog.csus.edu/archives/2017-2018/colleges/social-sciences-interdisciplinary-studies/psychology](http://catalog.csus.edu/archives/2017-2018/colleges/social-sciences-interdisciplinary-studies/psychology)).

In addition to the Biological Sciences, Business Administration, Clinical Nursing, Criminal Justice, Graphic Design, Photography, Health Science and Psychology programs, it is possible that any class level or program categories may be impacted if more applications are received in the initial application filing period than can be accommodated by the University.
Preapproved criteria are announced prior to the beginning of each application cycle. Admission criteria are subject to revision.

**English Language Proficiency Requirement**

All undergraduate applicants whose native language is not English and who 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 must demonstrate English language proficiency through one of the following acceptable tests.

<table>
<thead>
<tr>
<th>Test</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOEFL (Test of English</td>
<td>Score of 510 (paper based test)</td>
<td>Score of 550 (^1) (paper based test)</td>
</tr>
<tr>
<td>as a Foreign Language)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOEFL</td>
<td>Score of 64 (internet based test)</td>
<td>Score of 80 (^1) (internet based)</td>
</tr>
<tr>
<td>PTE Academic</td>
<td>Score of 50</td>
<td>Score of 65 (^1)</td>
</tr>
<tr>
<td>IELTS (Academic)</td>
<td>Overall band score of 6.5</td>
<td>Overall band score of 7.0 (^1)</td>
</tr>
</tbody>
</table>

Each campus will post the tests it accepts on its website and will notify students after they apply about the tests it accepts and when to submit scores. Those who have graduated from an accredited four-year U.S. college or university or who come from countries where English is the primary language need not submit an English language proficiency test. \(^1\)

At the graduate level, a TOEFL score of 550 (or 80 internet based test) is required for admission for all students, with the following exceptions:

- Communication Studies,
- English,
- International Affairs,
- Speech Pathology and Audiology,
- Teaching English to Speakers of Other Languages (TESOL) require higher scores.

\(^1\) Note: Sacramento State interprets “where English was the principal language of instruction” to mean that a school is located in a country where English is the native language (the daily medium of communication of the majority of residents is English), and that the students receive academic instruction in all subjects (except foreign language courses) at all levels of education in English.

**Returning and Adult Students**

**Returning Students**

Sacramento State students are granted an automatic leave of absence for one semester. This leave maintains the continuous attendance status of the student with eligibility to register in the following semesters and holds the catalog that determines degree requirements.

Former Sacramento State students who have been absent for two or more semesters must apply for readmission, an application fee is charged. Following a mandatory interruption of one or more semesters, students who have left in a negative academic standing \(^1\) may not be eligible to return until they complete additional coursework. Students who have been academically disqualified or dismissed must file an appeal for reinstatement/readmission. \(^2\)

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\(^1\) Visit csus.edu/admissions (http://www.csus.edu/admissions) for more information

\(^2\) See Academic Policies/Readmission of Academically Dismissed Student (http://catalog.csus.edu/archives/2017-2018/academic-policies)

**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.

**Steps in the Application Process**

**Application Filing Periods**

(Not all campuses/programs are open for admission to every term.)

Sacramento State is on the semester system. The initial filing periods for applications are the previous October through November for fall semester and the previous August for spring semester. All applications postmarked or received during the initial filing period will be given equal consideration within established enrollment categories and quotas.

Additional selection criteria may be used to select applicants if more applications are received during the initial filing period than can be accommodated in specific enrollment categories. If the campus is designated an “impacted campus,” supplemental criteria may be used to select applicants.

If any enrollment categories are not filled during the initial filing period, the University will continue to accept applications during an extended filing period until capacity is reached. Enrollment priorities within the extended period will be in chronological order of receipt of applications.

<table>
<thead>
<tr>
<th>Term</th>
<th>Applications First Accepted</th>
<th>Initial Filing Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester 2017</td>
<td>October 1, 2016</td>
<td>October 1 - November 30, 2016</td>
</tr>
<tr>
<td>Spring Semester 2018</td>
<td>August 1, 2017</td>
<td>August 1 - 31, 2017</td>
</tr>
</tbody>
</table>

**Filing Period Duration**

Each non-impacted campus accepts applications until capacities are reached. Many campuses limit undergraduate admission in an enrollment category due to overall enrollment limits. If applying after the initial filing period, consult the campus admissions office for current information. Similar information is conveniently available at http://www.calstate.edu/apply

**Application Acknowledgment**

On-time applicants may expect to receive an acknowledgment from the campuses to which they have applied within two to four weeks of filing the application. The notice may also include a request that applicants submit additional records necessary to evaluate academic qualifications. Applicants may be assured of admission if the evaluation of relevant qualifications indicates that applicants meet CSU admission requirements, and in the case of admission impaction, supplemental criteria 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.

**Transcript and Test Score Requirements**

Undergraduate students are required to comply with the following transcript and test score requirements as part of the application.
procedures for admission. Applicants project their class level as of the
date of intended initial enrollment.

- **Applicants with No College Units:**
  Transcripts: One from high school showing final senior grades and
date of graduation. Tests: Either ACT or SAT I score.
- **Applicants with Fewer Than 60 Semester Units:**
  Sacramento State is not accepting applications from lower division
  transfer applicants with less than 60 transferable units.
- **Applicants with 60 or More Transferable Semester Units:**
  Transcripts: One copy of final record from each college attended; one
  showing work-in-progress if currently enrolled.
- **Returning Students:**
  Transcripts: One copy of final record from each college attended
  since last enrollment at Sacramento State; one showing work in
  progress if currently enrolled.

All transcripts become the property of the University and will not be
released or copied. Processing of applications cannot be guaranteed
unless all required documents and test scores are received during the
appropriate application period. Individuals who do not file an application
for admission are advised that transcripts are retained for one year only.
Failure to disclose enrollment in each college or university attended
constitutes grounds for denial of admission or dismissal from the
University for unethical conduct. The University reserves the right to
determine whether or not a record can be accepted as official.

**Notification of Admission**
Applicants will receive confirmation of their admission or a statement
of ineligibility beginning in March for fall semesters and September for
spring semesters, if they filed during the first month of the filing periods
and all necessary documents have been received. If the campus has
been designated an “impacted campus,” notification of admission status
may be delayed while supplemental criteria are applied to applications
received after the initial filing period.

Information about registration, placement testing, advising, and
orientation will be e-mailed to all admitted students before registration
when possible. Late applicants will be considered on a space available
basis.

**Hardship Petitions**
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.

**Appeal of Admission Decision**
Section 89030.7 of the California Education Code requires that 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 indicate a time estimate for when the campus expects
to respond to an appeal. The appeal procedures must be included in all
denial of admission notifications to students, and must also be published
on the campus website.

Visit the "I was not admitted" link at www.csus.edu/admissions/ (http://
www.csus.edu/admissions) for more information.

**Freshman Requirements**
Office of Admissions and Outreach
Lassen Hall Lobby · Room 1102
www.csus.edu/admissions (http://www.csus.edu/admissions)

The following section outlines the requirements for admission to
Sacramento State and other CSU campuses. Prospective applicants
should contact a high school or community college counselor or
the Admissions and Outreach Office at California State University,
Sacramento if they have further questions.

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

- Have graduated from high school, have earned a Certificate of
  General Education Development (GED), or have passed the California
  High School Proficiency Examination (CHSPE);
- Have a qualifying minimum Eligibility Index score (see section on
  Eligibility Index, page 24); and
- Have completed with grades of C or better each of the courses in the
  comprehensive pattern of college preparatory subject requirements
  also known as the "a-g" pattern (see “Subject Requirements”).

**Honors Courses**
Up to eight semesters of approved honors courses taken in the last two
years of high school including up to two approved courses taken in the
tenth grade, can be accepted toward students’ high school GPA (see
"Eligibility Index"). Each unit (one year) of grade “A” in an honors course
will receive 5 points; grade “B,” 4 points; and grade “C,” 3 points.

**Test Requirements**
Freshman and transfer applicants who have fewer than 60 semester or 90
quarter units of transferable college credit must submit test scores from
either the ACT or the SAT of the College Board. Test scores also are used
for advising and placement purposes. For registration forms and dates
for the SAT or ACT students may write to, or call or email:

**The College Board (SAT)**
Registration Unit, Box 6200
Princeton, New Jersey 08541-6200
(609) 771-7588
www.collegeboard.org (https://www.collegeboard.org)

**ACT Registration Unit**
P.O. Box 414
Iowa City, Iowa 52240
(319) 337-1270
www.act.org (https://www.act.org)

The CSU uses only the ACT composite score or the mathematics and
critical reading scores on the old SAT, or mathematics and Evidence-
Based Reading and Writing scores on the new SAT in its admission
eligibility equation. The SAT or ACT writing scores are not currently used
by CSU campuses.
Subject Requirements
The California State University requires that first-time freshman applicants 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).

- 2 years of social science, including 1 year of U.S. history, or U.S. history and government
- 4 years of English
- 3 years of math (algebra, geometry, and intermediate algebra)
- 2 years of laboratory science (1 biological and 1 physical, both must have laboratory instruction)
- 2 years in the same foreign language (subject to waiver for applicants demonstrating equivalent competence)
- 1 year of visual and performing arts: art, dance, drama/theater, or music
- 1 year of electives: 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.

Note: All admission requirements (i.e., grade point average, test scores, and subjects) must be completed by the end of the spring term for a fall enrollment and the end of summer for a spring enrollment.

Advanced Placement (AP) Exams and Advanced Standing Credit
Sacramento State grants credit toward its undergraduate degrees for successful completion of examinations of the Advanced Placement Program of the College Board.

- Students may be granted up to 6 units for each Advanced Placement (AP) examination for which a score of 3, 4, or 5 is earned.
- Transferable college courses completed as a high school student will be evaluated for possible college credit upon receipt of an official college transcript. For the Official Transfer Evaluations click here (http://catalog.csus.edu/archives/2017-2018/academic-policies).

Foreign Language Subject Requirements
The foreign language subject requirement may be satisfied by applicants who demonstrate competence in a language other than English equivalent to or higher than expected of students who complete two years of foreign language study. Consult with a school counselor or any CSU admissions office for information.

International Baccalaureate (IB)
Sacramento State recognizes completion of the International Baccalaureate (IB) program as satisfying the college preparatory subject requirements for admission. The applicant’s high school GPA and score on the ACT or SAT will also be used in determining eligibility for admission.

1 See Academic Policies/Credit by Examination/Sacramento State Equivalencies for IB Exams (http://catalog.csus.edu/archives/2017-2018/academic-policies).

Eligibility Index
Eligibility Index – The eligibility index is the combination of the high school grade point average and scores 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. Up to eight semesters of honors courses taken in the last three years of high school, including up to two approved courses taken in the tenth grade can be accepted. Each unit of A in an honors course will receive a total of 5 points; B, 4 points; and C, 3 points.

A CSU Eligibility Index (EI) can be calculated by multiplying a grade point average by 200 and adding your total score on the SAT exam (mathematics and critical reading on the old SAT, or mathematics and Evidence-Based Reading and Writing on the new SAT). For students who took the ACT, multiply the grade point average by 200 and add ten times the ACT composite score. Persons who are California high school graduates (or residents of California for tuition purposes) 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. The university has no current plans to include the writing scores from either of the admissions tests in the computation of the CSU Eligibility Index. Note: The minimum Eligibility Index requirement for admission to the Fall 2018 term will increase to 2950 using the SAT.

Persons who neither graduated from a California high school nor are a resident of California for tuition purposes, need a minimum index of 3502 (SAT) or 842 (ACT). Note: The minimum Eligibility Index requirement for admission to the Fall 2018 term will increase to 3570 using the SAT. Graduates of secondary schools in foreign countries must be judged to have academic preparation and abilities equivalent to applicants eligible under this section. An applicant with a grade point average of 3.00 or above (3.61 for nonresidents) is not required to submit test scores. 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. Impacted CSU campuses require SAT or ACT scores of all applicants for freshman admission.

1 Effective for the upcoming 2018-2019 admissions cycle the CSU will use updated Eligibility Index scores based on the new SAT. Please refer to subsequent versions of the University Catalog for updated information.

Registration forms and the dates for either test may be obtained from school or college counselors or from a campus Testing Office. Testing information is also available at the Sacramento State Web site, www.csus.edu/testing (http://www.csus.edu/testing) or by writing to:

College Board (SAT)
Registration Unit, Box 6200
Princeton, New Jersey 08541-6200
(609) 771-7600
www.collegeboard.org (http://www.collegeboard.org)

American College Testing Program (ACT)
Registration Unit, P.O. Box 414
Iowa City, Iowa 52243
(319) 337-1270
www.act.org (http://www.act.org)

Applicants will qualify for regular (non-provisional) admission when the University verifies that they have graduated and received a diploma from high school, have a qualifiable minimum eligibility index, have completed the comprehensive pattern of college preparatory “a-g” subjects, and, if
applying to an impacted program or campus, have met all supplementary criteria.

Graduates of secondary schools in foreign countries will be judged to have academic preparation and abilities equivalent to applicants eligible under this section.

Refer to Application to Sacramento State/Undergraduate/Impacted Programs (http://catalog.csus.edu/archives/2017-2018/academic-policies).

**Eligibility Index Table for California High School Graduates or Residents of California**

A GPA of 3.00 and above qualifies for any score in ACT or SAT.¹

<table>
<thead>
<tr>
<th>GPA</th>
<th>ACT Score</th>
<th>New SAT Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.99</td>
<td>10</td>
<td>560</td>
</tr>
<tr>
<td>2.97</td>
<td>10</td>
<td>580</td>
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<tr>
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</tr>
</tbody>
</table>

A GPA below 2.0 does not qualify for regular admission

¹ For admission purposes, the CSU uses only the new SAT scores for mathematics and evidence based on reading and writing.

**Eligibility Index Table for Non-resident or Non-graduates of California**

A GPA of 3.61 and above qualifies for any score in ACT or SAT.¹

<table>
<thead>
<tr>
<th>GPA</th>
<th>ACT Score</th>
<th>New SAT Score</th>
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<tbody>
<tr>
<td>3.60</td>
<td>13</td>
<td>690</td>
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<tr>
<td>3.58</td>
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</tr>
<tr>
<td>2.77</td>
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</tr>
</tbody>
</table>

A GPA below 2.0 does not qualify for regular admission

¹ For admission purposes, the CSU uses only the new SAT scores for mathematics and evidence based on reading and writing.
Students should be aware that course substitutions might limit later enrollment in certain majors, particularly those involving mathematics. For further information and substitution forms, please call the director of disabled student services at the nearest CSU campus.

**Provisional Admission**

Sacramento State may provisionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and planned coursework for the senior year. The campus will monitor the final terms of study to ensure that admitted students complete their secondary school 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 prior to deadline set by the University. In no case may documentation of high school graduation be received any later than the census date for a student's first term of CSU enrollment. A campus may rescind admission decisions, cancel financial aid awards, withdraw housing contracts and cancel any University registration for students who are found to be ineligible after the final transcript has been evaluated.

Applicants will qualify for regular (non-provisional) admission when the University verifies that they have graduated and received a diploma from high school, have a qualifiable minimum eligibility index, and completed the comprehensive pattern of college preparatory "a-g" subjects, and, if applying to an impacted program or campus, have met all supplementary criteria.

**Special Categories**

**Adult Students**

As an alternative to regular admission criteria, an applicant who is twenty-five years of age or older may be considered for admission as an adult student if he or she meets all of the following conditions:

1. Possesses a high school diploma (or has established equivalence through either the General Educational Development or California High School Proficiency Examinations).
2. Has 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, has earned a C average or better in all college work attempted.

Consideration will be based upon a judgment as to whether the applicant is 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.

**Educational Opportunity Program**

EOP, a special admission and support program for students who possess the potential and motivation to succeed, is designed to improve access and retention of low-income and educationally disadvantaged students among California residents who wish to pursue a college education. Students should be aware that course substitutions might limit later enrollment in certain majors, particularly those involving mathematics. For further information and substitution forms, please call the director of disabled student services at the nearest CSU campus.

**Veterans**

See the Veterans Success Center website at [http://www.csus.edu/vets/](http://www.csus.edu/vets/).
High School Students
Office of Admissions and Outreach
Lassen Hall 1102

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.

These programs include:

1. Accelerated College Entrance (ACE) for talented students who can benefit from accelerated academic studies, available by phone at (916) 278-7032;
2. Capitol Center MESA for underrepresented students in CSU mathematics, engineering, and science programs, available by phone at (916) 278-6699.

Students accepted into these programs qualify for reduced fees.

High school students other than those accepted into the above programs may also enroll concurrently in college courses without fee reduction upon approval of parents, high school principal, and appropriate Sacramento State academic department chairs.

Applicants Not Regularly Eligible
Applicants not admissible under one of the above provisions should enroll at a community college or another appropriate institution in preparatory courses to meet eligibility requirements. Only under the most unusual circumstances and only by special action will such applicants be admitted to Sacramento State.

Admissions Appeal—Section 89030.7 of the California Education Code requires that 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 indicate a time estimate for when the campus expects to respond to an appeal. The appeal procedures must be included in all denial of admission notifications to students, and must also be published on the campus website. Visit the "I was not admitted" link at www.csus.edu/admissions/ (http://www.csus.edu/admissions) for more information.

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.

Transfer Student Preparation
Prospective transfer students may obtain general information on Sacramento State educational opportunities and matriculation procedures from Sacramento State admission and outreach representatives at California community college transfer day and regional college night programs. Representatives are also available at selected transfer centers on a regular basis to provide specific information on CSU matriculation procedures, eligibility for admission, and evaluation of credit. Prospective students who don’t have access to a transfer center can schedule an appointment with an admission counselor for a pre-admission advising session. Applicants should bring unofficial transcripts to these sessions. Contact the Office of Admissions & Outreach for admission counseling hours and availability.

To make an appointment with academic department faculty to discuss academic program requirements and career alternatives, prospective students should call the relevant department office.

Hour-long student-led weekday campus tours are scheduled one week in advance for small and large groups. To schedule a tour on line go to www.csus.edu/admissions/Campus Tours (http://www.csus.edu/admissions/Campus%20Tours)

Acceptance of Transfer Courses
Sacramento State annually enrolls more than 5,000 new transfer students from more than 300 different colleges and universities, mostly California community colleges.

Frequently, course titles and numbers differ from campus to campus, making it difficult for transfer students to know in advance which courses will be accepted for transfer to another college. In order to provide students with the assurance that courses taken at their campus prior to transfer will meet Sacramento State lower-division requirements for either General Education or a specific major, three methods of prior approval exist.

General Education Courses
The CSU system has authorized California community colleges and other approved colleges to designate “transferable” courses planned for use in a four-year baccalaureate program. In addition, they have jointly designated courses that may be used to certify a portion of the CSU General Education objectives to a maximum of 39 semester units. Sacramento State will apply courses completed at a California community college toward the CSU General Education objectives as listed on the community college certification form.

Students may have their lower division General Education courses certified by a California community college as meeting either the CSU GE Breadth Requirements or the Intersegmental General Education Transfer Core Curriculum (IGETC) in partial completion of the General Education requirements for the baccalaureate degree.¹

Upon matriculation, the Degree Evaluations Office will review courses completed at non-CSU colleges and universities; credit will be granted toward the Sacramento State General Education requirements in compliance with applicable CSU system, Sacramento State, and academic department policies.

¹ See General Education Policies/Transfer Students.

Lower Division Major Prerequisites
Sacramento State also has developed an extensive program of major preparation agreements called “Articulation” or “Transfer Credit Agreements.” These are official documents prepared by Sacramento State faculty who carefully review coursework at other institutions and identify courses at those campuses that would be acceptable in
Articulation Agreements

Sacramento State has thousands of Articulation Agreements with community colleges and four-year institutions throughout the state. These Articulation Agreements are widely distributed and should be readily available to students at their home campus Counseling Centers or online at www.assist.org (http://www.assist.org/web-assist/welcome.html). Students may be permitted to transfer no more than 70 semester (105 quarter) units to a CSU campus from an institution that does not offer bachelor’s degrees or their equivalents, for example, community colleges.

Transfer Requirements

Applicants who have completed fewer than 60 transferable semester college units (fewer than 90 quarter units) are considered lower-division transfer students. Applicants who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper-division transfer students. Applicants who complete college units during high school or through the summer immediately following high school graduation are considered first-time freshmen and must meet the CSU minimum eligibility requirements for first-time freshman admission. 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 Transfers Requirements

Generally, applicants will qualify for CSU admission consideration as a lower-division transfer if they have a cumulative grade point average of at least 2.0 in all transferable units attempted.

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 missing college preparatory subject requirements, have been in continuous attendance in an accredited college since high school graduation, and have made up the missing subject requirements with a 2.0 or better GPA.

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

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 the CSU campus admission office, to which you are applying for further information about alternative ways to satisfy the subject requirements.

Due to increased enrollment demands, most CSU campuses do not admit lower-division transfer applicants.

Sacramento State is not currently accepting admission applications from lower-division transfers.

Upper Division Transfers Requirements

Generally, applicants will qualify for consideration for upper-division transfer admission if they meet all of the following requirements:

1. Cumulative grade point average of at least 2.0 in all transferable units attempted;
2. In good standing at the last college or university attended; and
3. Completed at least sixty (60) transferable semester (90 quarter) units of college level coursework with a grade point average of 2.0 or higher and a grade C- or better in each course used to meet the CSU general education requirements in written communication, oral communication, critical thinking, and quantitative reasoning, e.g. mathematics.

The 60 units must include at least 30 units of courses which meet CSU general education requirement, including all of the general education requirements in communication in the English language (both oral and written) and critical thinking and the requirement in mathematics/quantitative reasoning (usually 3 semester units) OR the Intersegmental General Education Transfer Curriculum (IGETC) requirements in English communication and mathematical concepts and quantitative reasoning.

**Associate Degrees for Transfer (AA-T or AS-T)/Student Transfer Achievement Reform (STAR) Act (SB 1440)**

The Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees offered at the California Community Colleges (CCC) are designed to provide California Community College students a clear transfer preparation and admission pathway to those CSU degree majors deemed similar. Those students who complete these transfer degrees and who are admitted to a similar CSU major program or option for that discipline will be able to complete the Baccalaureate Degree within 60 semester or 90 quarter units providing that all remaining required courses are completed successfully without a break in attendance and providing that no supplemental courses for minors or areas of emphasis are undertaken.

California Community College students who earn an associate degree for transfer (AA-T or AS-T) are guaranteed admission with junior standing to the California State University but not to any particular campus or program. Because several CSU campuses are receiving more transfer applications from eligible students than can be accommodated, these campuses have declared impaction resulting in higher admission criteria. See more on impaction at www.calstate.edu/SAS/impactioninfo.shtml (http://www.calstate.edu/SAS/impactioninfo.shtml). However, transfer students who earn the AA-T or AS-T degrees, are given priority admission over other transfer applicants when applying to a non-impacted CSU campus or to a non-impacted program from a community college within the local admission area of the campus. These students are also given priority admission consideration when applying from a community college that is outside the local admission area of an impacted CSU campus or when applying to a similar program that is impacted at any CSU campus. A current list of CSU degree programs that have been deemed similar to the associate degrees for transfer can be found at www.calstate.edu/transfer/adt-search (http://www.calstate.edu/transfer/adt-search).

Those students who earn associate degrees for transfer and apply to a CSU campus but cannot be admitted due to impaction will be redirected to another CSU campus and offered admission for the same term. In order to qualify for the priority admission guarantee, transfer applicants must be conferred an approved Associate Degree for Transfer (AAT/AS-T) by a California Community College, must apply for admission to California State University campuses for an open term by the published deadline, submit all requested transcripts and documents, meet CSU admission eligibility requirements for the campus and/or program, and must comply with any other prescribed admission requirements. It is the responsibility of these transfer students to provide documentation about the completion of the degree to each CSU campus that has received an application for admission.

**Provisional Admission**

Sacramento State may provisionally or conditionally admit transfer applicants based on their academic preparation and courses planned for completion. The campus will monitor 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. Campuses may rescind admission for any student who is found to be ineligible 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.

**Local Area for Admission**

There should be an explanation of how local area for admission is determined and used for admission purposes.

**Wait List**

There should be mention of the possibility of waitlist due to impaction

**Special Admission Categories**

1. Refer to Admission to Sacramento State (http://catalog.csus.edu/archives/2017-2018/academic-policies)/Special Categories. Veterans also refer to Application to Sacramento State/CSU Impacted Programs/Supplemental Criteria.

**Admission of Auditors for Undergraduate Courses**

Admission as auditor may be restricted during periods of over-enrollment. Applicants may check with the Office of Admissions and Outreach or the Office of the University Registrar.

**Impacted Programs**

To obtain the most current information on impacted programs and supplemental criteria, please contact the Office of Admissions and Outreach.

**Catalog Rights for Degree Requirements**

Transfer students may choose Sacramento State requirements in effect 1.

1. at the time they began their college study at a California community college or a CSU,
2. at the time they entered Sacramento State, or
3. at the time they graduate from Sacramento State, provided they maintain attendance in college. 1

1 See Degree Requirements (http://catalog.csus.edu/archives/2017-2018/academic-policies)/Catalog Rights.

**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.
**Evaluation of Transfer Credit**

**Allowance of Transfer Credit from Accredited Colleges and Universities**

Generally, students will be granted credit for baccalaureate level courses successfully completed at regionally accredited two or four-year colleges. All courses, except remedial, are accepted for degree credit from institutions awarding four-year degrees. Credit is reviewed by the Degree Evaluations Office and is granted in compliance with applicable national, state, Title 5, CSU system, and University policies and procedures. Such credit may be applied toward fulfillment of major, minor, or general education requirements when applicable; other courses may count as elective credit toward the baccalaureate degree. This credit will be listed in summary form on the Sacramento State transcript of academic record.

Transfer credit generally is not posted to the Sacramento State transcript of postbaccalaureate students, including those seeking a Second Bachelor’s degree. Check with the Office of Graduate Studies ((916) 278-6470) for exceptions.

**Advanced Placement Examinations**

Sacramento State grants credit toward its undergraduate degrees for successful completion of examinations of the Advanced Placement Program of the College Board. Students who present scores of three or better will be granted up to six semester units of college credit.

**Use of Advanced Placement Credit**

<table>
<thead>
<tr>
<th>AP Exam</th>
<th>GE Area</th>
<th>GE Units</th>
<th>Elective Units</th>
<th>Course Equivalencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>C-Arts or C-Humanities</td>
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<td>3</td>
<td>None</td>
</tr>
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<td>Art Studio and Drawing</td>
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<td>Art Studio - General Portfolio</td>
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</tr>
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<td>Art Studio - 2D Design</td>
<td>None</td>
<td>0</td>
<td>6</td>
<td>None</td>
</tr>
<tr>
<td>Biology: Score B2 &amp; B3 of 3</td>
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<td>0</td>
<td>6</td>
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<tr>
<td>Biology: Score B2, B3 &amp; B5 of 4 or 5</td>
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<td>0</td>
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</tr>
<tr>
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<tr>
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<td>4</td>
<td>2</td>
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<td>Chinese Language &amp; Culture</td>
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<td>3</td>
<td>Foreign Language Requirement</td>
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<td>Computer Science A(^1)</td>
<td>None</td>
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<td>6</td>
<td>CSC 15</td>
</tr>
</tbody>
</table>

**Computer Science AB\(^1\)** | None | 0 | 6 | CSC 15 |
| **Economics – Macroeconomics** | D-Economics | 3 | 3 | ECON 1A |
| **Economics – Microeconomics** | D-Economics | 3 | 3 | ECON 1B |
| **English Language** | A2 | 3 | 3 | ENGL 5 |
| **English Literature** | A2 & C-Humanities | 6 | 0 | ENGL 5 |
| **Environmental B1 & B3 Science** | None | 4 | 2 | None |
| **French Language & Culture: Score of 3** | C-Humanities | 4 | 2 | FREN 2A & Foreign Language reqmt. |
| **French Language & Culture: Score of 4 or 5** | C-Humanities | 4 | 2 | FREN 2B & Foreign Language reqmt. |
| **German Language & Culture: Score of 3** | C-Humanities | 4 | 2 | GERM 2A & Foreign Language reqmt. |
| **German Language & Culture: Score of 4 or 5** | C-Humanities | 4 | 2 | GERM 2B & Foreign Language reqmt. |
| **Government – Comparative** | D-Government | 3 | 3 | None |
| **Government – U.S. Gov and Politics** | D-Government | 3 | 3 | None - meets US Constitution\(^2\) |
| **History – U.S.**\(^3\) | D-History +US1 | 6 | 0 | HIST 17A & HIST 17B |
| **History – European** | C-Humanities | 6 | 0 | HIST 4 & HIST 5 |
| **History – World** | C-Humanities | 6 | 0 | HIST 50 & HIST 51 |
| **Italian Language & Culture** | C-Humanities | 3 | 3 | Foreign Language reqmt. |
| **Japanese Language & Culture** | C-Humanities | 3 | 3 | Foreign Language reqmt. |
| **Latin: Vergil** | C-Humanities | 3 | 3 | Foreign Language reqmt. |
| **Latin: Literature** | C-Humanities | 3 | 3 | Foreign Language reqmt. |
### Credit For Instruction in Non-Collegiate Instruction

<table>
<thead>
<tr>
<th>Music: Listening &amp; Literature</th>
<th>C-Arts</th>
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<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music: Theory C-Arts</td>
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<td>MUSC 6</td>
<td></td>
</tr>
<tr>
<td>Physics 1</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>Physics 2</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>Physics 1 + Physics 2: Score of 3</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>Physics 1 + Physics 2: Score of 4 or 5</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>PHYS 5A &amp; PHYS 5B</td>
</tr>
<tr>
<td>Physics C Mechanics: Score of 3</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>Physics C Mechanics: Score of 4 or 5</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>PHYS 11A</td>
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<tr>
<td>Physics C Electricity/ Magnetism: Score of 3</td>
<td>B1 &amp; B3</td>
<td>4</td>
<td>2</td>
<td>PHYS 11C</td>
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<tr>
<td>Physics C Electricity/ Magnetism: Score of 4 or 5</td>
<td>B1 &amp; B3</td>
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<td>2</td>
<td>None</td>
</tr>
<tr>
<td>Psychology</td>
<td>D-Psychology</td>
<td>3</td>
<td>3</td>
<td>PSYC 2</td>
</tr>
<tr>
<td>Research</td>
<td>None</td>
<td>0</td>
<td>6</td>
<td>None</td>
</tr>
<tr>
<td>Seminar</td>
<td>None</td>
<td>0</td>
<td>6</td>
<td>None</td>
</tr>
<tr>
<td>Spanish Language &amp; Culture: With score of 3</td>
<td>C-Humanities</td>
<td>4</td>
<td>2</td>
<td>SPAN 2A &amp; Foreign Language reqmt.</td>
</tr>
<tr>
<td>Spanish Language &amp; Culture: With score of 4</td>
<td>C-Humanities</td>
<td>4</td>
<td>2</td>
<td>SPAN 2B &amp; Foreign Language reqmt.</td>
</tr>
<tr>
<td>Spanish Language &amp; Culture: With score of 5</td>
<td>C-Humanities</td>
<td>4</td>
<td>2</td>
<td>SPAN 42,47 &amp; Foreign Language reqmt.</td>
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<tr>
<td>Spanish Literature &amp; Culture</td>
<td>C-Humanities</td>
<td>3</td>
<td>3</td>
<td>Foreign Language reqmt.</td>
</tr>
<tr>
<td>Statistics</td>
<td>B4</td>
<td>3</td>
<td>3</td>
<td>STAT 1</td>
</tr>
</tbody>
</table>

1. If student passes more than one AP calculus or computer science, only one examination may be applied to the baccalaureate. A score of 3 or above is required.
2. AP exam in Government does not fulfill CA Government requirement.
3. AP exam in US History does not fulfill Race & Ethnicity requirement.

### Credit For Prior Learning

Sacramento State grants undergraduate degree credit for successful completion of non-collegiate instruction, either military or civilian, appropriate to the baccalaureate degree, which has been recommended by the Commission on Educational Credit and Credentials of the American Council on Education. The numbers of units allowed are those recommended in the Guide to the Evaluation of Educational Experience in the Armed Services and the National Guide to Educational Credit for Training Programs.

#### Transfer Credit From Overseas Institutions

Credit is granted from recognized overseas institutions. Awarding of advanced standing varies depending on the educational system of the country. Certified copies of transcripts and degrees must be submitted in English translation. Sacramento State students who plan to study abroad through independent programs, CSU International Programs or through Sacramento State partnerships should contact International Programs and Global Engagement for information.

#### Nontraditional Credits

Sacramento State allows the following degree credit, based on evaluation of nontraditional academic experiences and/or examinations to apply toward the baccalaureate degree:

1. Baccalaureate-level course credit certified by the Defense Activities in Nontraditional Education Support (DANTES). The amount of credit is limited to 24 semester units, the limit on the number of extension/ correspondence course units that can be applied toward the degree.
2. Standardized examinations designated for system-wide credit by the Chancellor of the California State University. The names of these examinations, the passing scores required, and the number of semester units to be awarded is listed under system wide Credit by Examination. The total amount of examination credit applied to the baccalaureate degree cannot exceed 30 semester units.
3. The Advanced Placement Examinations of the College Entrance Examination Board on which the student receives a score of 3, 4, or 5. Up to six semester units may be awarded for each Advanced Placement Examination passed.
4. Credit for basic training and commissions in the military service. The American Council on Education's Commission on Education Credit and Credentials recommends the number of units allowed for each branch.
5. Commissions held while in the military service: 12 upper division units.
6. Civilian and military courses and schools recommended for credit by the American Council on Education's Commission on Education Credit and Credentials.
Additional Degree Credits Allowed

1. Credit for selected vocational/technical courses applicable to the Special Major in Fire Services and Construction Management and/or Mechanical Engineering Technology programs.

2. Transfer credit from provisionally accredited colleges may be granted upon completion of 24 residence units with a “C” grade point average at Sacramento State. Credits granted would normally be in course areas commonly taught in four-year baccalaureate degree programs. Credit is granted only for courses in which at least “C” grades are earned. No credit will be granted for courses in religion, education, psychology, or philosophy if completed at a sectarian college.

Credit may be restricted when the institution is specialized, e.g., offering only one or a small number of related programs. Credit to be used toward the student’s major or minor must receive the recommendation of the appropriate department. Students who have attended institutions that are listed as business schools only may receive credit through challenge examination.

Limitations on the Transfer of Credit

Unit limitations apply to specific categories of credit that may be used to meet baccalaureate degree requirements:

1. A maximum of 70 hours transferred from two-year or community Colleges.

2. A maximum of 30 hours of examination credit.

3. A maximum of 24 hours in extension and correspondence (transfer, Sacramento State or in combination).

4. A maximum of 30 hours of any combination of correspondence, extension, and military service credit.

5. A maximum of 24 units in Special Sessions.

Transfer Grade Policies

Sacramento State utilizes the following policies in evaluating grades earned in courses accepted for transfer:

1. The grading policy of the regionally accredited institution where credit was earned is honored by accepting at face value all official transcript entries, including those:
   a. reflecting academic forgiveness actions;
   b. reflecting acceptance of grade point remediation for repeated courses; and
   c. regarding “incomplete” grades (e.g., “I”, “IS”, and “IU”).

2. All transfer courses graded Pass/No Pass or Credit/No Credit are computed at neutral value, except in those cases where the specific grading symbol is identified by the source institution as equivalent to a grade less than “C” in which case it will be taken at face value.

3. All transfer course grades or symbols used to designate unsatisfactory, failing, or non-passing work at time of withdrawal such as “UW”, “WU”, or “WF” are evaluated as failing grades “F” unless otherwise defined by the source institution.

Undergraduate Admissions

13

• See Academic Policies (http://catalog.csus.edu/archives/2017-2018/academic-policies)/system wide Credit by Examination.

Official Transfer Evaluations

Office of the University Registrar
Degree Evaluations Office
Lassen Hall 2000

(916) 278-4862

The Degree Evaluations Office will prepare an official transfer credit evaluation summarizing prior college credit and indicating Sacramento State General Education requirements met. It will be mailed to first-time Sacramento State students by the end of their first semester. Questions about the evaluation should be discussed with the Degree Evaluations Office.

Placement Tests

English and Mathematics Tests Required of Most New Students

Systemwide Placement Test Requirements

The CSU requires that each entering undergraduate, except those who qualify for an exemption, take the Entry Level Mathematics (ELM) test and the English Placement Test (EPT) prior to enrollment. The EPT and the ELM are not admission tests; instead, they determine eligibility to enroll in specific courses. 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. Students placed in remedial programs in either English or mathematics must complete all remediation in their first year of enrollment. Failure to complete remediation by the end of the first year may result in denial of enrollment for future terms. Students register for the EPT and/or ELM at http://www.ets.org/csu/registration. Campus may establish deadlines by which new students must register for and/or take placement exams as a requirement for enrollment.

Questions about test dates and registration materials may be addressed to:

CSU, Sacramento - Testing Center (http://www.csus.edu/testing)
6000 J Street, Lassen Hall, Room 2302
Sacramento, CA 95819-6058
Phone: 916-278-6296
Fax: 916-278-7867

English Placement Test (EPT) and Exemptions

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 result of Standard Exceeded: “Ready” for CSU or participating CCC college-level coursework in English on the CAASPP Early Assessment Program (EAP) exam.

• A result of Standard Met: “Conditionally Ready” for CSU or participating CCC college-level coursework in English on the CAASPP Early Assessment Program (EAP) exam and met the conditional requirement.

• The Conditional requirement may be met by completing an approved English course in the 12th grade and earning a grade of “C” or better. Students who do not meet the conditional
requirement will need to participate in the CSU’s Early Start Program, unless exemption was met through one of the following:
- New SAT: A score between 510 - 540 on the Evidenced Based Reading and Writing Section
- Old SAT: A score between 460 - 490 on the Critical Reading section of the old SAT Reasoning Test
- A score of 19 - 21 on the English section of the ACT Test
- New SAT: A score of 550 or above on the Evidenced Based Reading and Writing section
- Old SAT: A score of 500 or above on the Critical Reading section of the old SAT Reasoning Test
- A score of 22 or above on the 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

1 In March 2016, the College Board began administering a new SAT. The new SAT scores are different than the old SAT scores. The CSU will accept both old and new SAT scores for students graduating in 2020 and prior. Students graduating after 2020 will be required to take the new SAT.

Entry Level Mathematics (ELM) Exam and Exemptions
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 result of Standard Exceeded: “Ready” for CSU or participating CCC college-level coursework in mathematics on the CAASPP Early Assessment Program (EAP) exam.
- A result of Standard Met: “Conditionally Ready” for CSU or participating CCC college-level coursework in mathematics on the CAASPP Early Assessment Program (EAP) exam and met the conditional requirement.
  - The Conditional requirement may be met by completing an approved math course in the 12th grade and earning a grade of “C” or better. Students who do not meet the conditional requirement will need to participate in the CSU’s Early Start Program, unless exemption was met through one of the following:
    - New SAT: A score between 520-560 on the mathematics section of the new SAT Test*
    - Old SAT: A score between 490 - 540 on the mathematics section of the old SAT Reasoning Test
  
- A score between 20 - 22 on the mathematics section of the ACT Test
- A score of 570 or above on the mathematics section of the new SAT
- A score of 550 or above on the mathematics section of the old SAT Reasoning Test
- SAT Subject Test: A score of 550 or above on the SAT Subject Test in Mathematics (level 1 or level 2)
- A score of 23 or above on the ACT Mathematics Test
- A score of 3 or above on the College Board Advanced Placement Calculus AB or Calculus BC
- 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

1 In March 2016, the College Board began administering a new SAT. The new SAT scores are different than the old SAT scores. The CSU will accept both old and new SAT scores for students graduating in 2020 and prior. Students graduating after 2020 will be required to take the new SAT.

2 There were no changes to the SAT Subject Tests; therefore, the cut score for the Subject Test in Mathematics (levels 1 or 2) remains the same.

Early Start Program
Entering resident freshmen who are not proficient in math or English will need to start the remediation process before their first regular term.

The goals of Early Start Program are to:
- Better prepare students in math and English, before the fall semester of freshmen year
- Add an important and timely assessment tool in preparing students for college; and
- Improve students’ chances of successful completion of a college degree.

Newly admitted freshmen 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.

For additional information, please visit www.csus.edu/earlystart (http://www.csus.edu/earlystart) or contact the Admissions & Outreach Office at (916) 278-7766.

Directed Self Placement (DSP)
All first time freshmen must participate in Directed Self-Placement (DSP).
For additional information about DSP please visit www.csus.edu/writing/directedselfplacement/ (http://www.csus.edu/writing/directedselfplacement)

Required English and Mathematics Preparatory Courses for Entering Students - Executive Order 665
According to CSU Executive Order 665, students who receive an EPT score of 146 or below or do not pass the ELM are required to enroll in the
appropriate preparatory courses in their first semester of enrollment. All preparatory courses must be completed within the students’ first year of enrollment; otherwise, the students will not be allowed to continue at the University, resulting in Administrative Disqualification.

If students are administratively disqualified, they will be required to complete general education English and/or mathematics requirements at a community college with a "C-" or higher grade before returning to the University.

The EPT and ELM scores with the appropriate course placement are shown below:

**English**

Students with an EPT score of 146 and below must take and pass an English course within their first year. All first time freshmen—regardless of placement test scores—must participate in Directed Self-Placement and should do so prior to attending Orientation.

A full set of directions and links can be found at: http://www.csus.edu/writing/directedselfplacement/

**First-year Composition Course Options:**

By engaging in the Directed-Self Placement activities prior to coming to orientation and before enrolling in courses, students will receive a recommendation to help them choose from the options below:

**The Semester-Long Program—English 5 or 5M**: Accelerated Academic Literacies, intensive, semester-long course to help students use reading, writing, discussion, and research for discovery, intellectual curiosity, and personal academic growth—students will work in collaborative groups to share, critique, and revise their reading and writing. Students will engage in reading and writing as communal and diverse processes; read and write effectively in and beyond the university; develop a metacognitive understanding of their reading, writing, and thinking processes; and understand that everyone develops and uses multiple discourses. 3 units.

**The Year-Long "Stretch" Program—English 10/11 or 10M/11M**: Academic Literacies I & II. Year-long course to help students use reading, writing, discussion, and research for discovery, intellectual curiosity, and personal academic growth—students will work in collaborative groups to share, critique, and revise their reading and writing. Students will engage in reading and writing as communal and diverse processes; read and write effectively in and beyond the university; develop a metacognitive understanding of their reading, writing, and thinking processes; and understand that everyone develops and uses multiple discourses. 6 units.

**One-Unit Small Group Tutorial — ENGL 1X: Composition Tutorial.**

Taken in conjunction with one of the courses above, this composition tutorial offers supplemental instruction in elements of composition and assists students in mastering the writing process with special emphasis on planning and revising essays. Instruction takes place both in traditional classroom setting and in small group and individual tutorials. Students enrolled in this tutorial must also be co-enrolled in a first-year composition course as the focus will be drafting and revising the work done in the primary writing course. 1 unit +5/5M or 10/10M, 11/11M.

**Mathematics**

Entering students scoring in one of the ranges below GE level on the ELM must enroll in the course corresponding to their placement range in the first semester at Sacramento State. During subsequent semesters, students must enroll for the next course in the sequence until college level math is complete.

After passing the ELM exam or the appropriate ELM equivalency courses, check with your major advisor to determine the most appropriate GE math course. You may enroll in MATH 1 for the General Education Quantitative Reasoning requirement (Area B4) or take a Mathematics Department Diagnostic Test as a prerequisite to enrollment in other Mathematics courses. See “Additional Course Placement Examination Requirements.”

<table>
<thead>
<tr>
<th>ELM Scores</th>
<th>Preparatory Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>34 or below</td>
<td>MLSK 7A and MLSK 7B</td>
</tr>
<tr>
<td>36-48</td>
<td>MLSK 10A</td>
</tr>
<tr>
<td>44-48</td>
<td>MLSK 10A or LS 10I for students planning to take MATH 1 for GE Area B4; MATH 9 and MLSK 10X for students planning to take a GE Area B4 course other than MATH 1.</td>
</tr>
<tr>
<td>50 and above</td>
<td>None required (ELM equivalency requirement met). To take a GE B4 course other than MATH 1, you must also take a Math Department Diagnostic test (see Additional Course Placement Exam Requirements.)</td>
</tr>
</tbody>
</table>

**More Information**

**Math Learning Skills**

Eureka Hall, Room 216
(916) 278-6725
www.csus.edu/coe/ (http://www.csus.edu/coe)

**Writing Programs Office**

Calaveras Hall, Room 101
(916) 278-6409
http://www.csus.edu/engl

During the admission process, all students subject to these requirements will receive information about the placement tests. Students register for the EPT and ELM online at www.ets.org/csu/registration (http://www.ets.org/csu/registration)

Students who have been admitted to Sacramento State may check their EPT and ELM status and placement scores at the MySacState portal under the “Admissions” link.
Additional Course Placement Examination Requirements

Chemistry
Sequoia Hall 156
(916) 278-6684

Students enrolling in Chemistry 1A are required to take a General Chemistry Placement Examination. This examination must be taken in the first laboratory period during the first week of the semester.

Mathematics
Brighton Hall 141
(916) 278-6534
www.csus.edu/math (http://www.csus.edu/math)

All students enrolling in a course that satisfies the General Education Quantitative Reasoning requirement must satisfy the Entry-Level Mathematics (ELM) examination as a prerequisite to enrollment, unless exempted by test scores or prior course completion. Additionally, students are required to take diagnostic tests as follows:

MATH 9 and MATH 11

Students are required to take a diagnostic test in basic Algebra and Geometry given at the beginning of each semester.

Note: MATH 9 and MATH 11 are not applicable to a baccalaureate degree.

MATH 17, MATH 24, MATH 26A, MATH 29 and MATH 107A and STAT 1

Students are required to take a diagnostic test in Intermediate Algebra given at the beginning of each semester.

MATH 30

Students are required to take a test in pre-calculus mathematics. This test can be taken at the beginning of each semester.

Information on each diagnostic exam can be found on the Department of Mathematics and Statistics website http://www.csus.edu/math/courses/diagnostic.htm.

Writing Placement for Juniors (WPJ) exam

All students must satisfy the Graduation Writing Assessment Requirement (GWAR) in order to graduate. The Writing Placement for Juniors (WPJ) exam is a prerequisite for all Writing Intensive courses.

For additional information, please visit www.csus.edu/gwar (http://www.csus.edu/gwar) or call the Writing Programs Office in the English Department at (916) 278-6409.

Foreign Language
Mariposa Hall 2051
(916) 278-6333

Sacramento State students who continue their study of a foreign language begun elsewhere must enroll in a course that does not duplicate previous college credits received. A placement test will be given prior to registration or at the first class meeting. If given prior to registration, it will be listed in the Class Schedule. Adjustment of registration, if necessary, will be made in accordance with the results of the placement exam.

Students who have begun the study of any foreign language in high school and who will enroll before taking the placement test may use the following as a guide for their first enrollment:

1A - if the student has less than one year of satisfactory high school study
1B - if the student has one year but less than two years of high school study
1C - if students have completed up to two years of high school study or one year of college French or German or Spanish with failing or unsatisfactory achievement or evaluation; and if students have had an extended interruption of beginning or intermediate formal language study
2A - if the student has two but less than three years of high school study
2B - if the student has three years of high school study

Students who have acquired knowledge of a foreign language without having received high school or college credit should consult with an advisor for placement.