

ADMISSION AND APPLICATION

Requirements for admission to CSU San Marcos are in accordance with Title 5, Chapter 1, Subchapter 3, of the California Code of Regulations. Prospective applicants who are unsure of their status under these requirements are encouraged to consult a high school or community college counselor, or the Office of Admissions. Applications may be obtained at any California high school or community college, or from the Admissions Office at any of the campuses of the California State University.

Electronic versions of the CSU undergraduate and graduate applications are accessible on the Web at <http://www.csumentor.edu/>. The CSUMentor system allows students to browse through general information about CSU's twenty-two campuses, view multimedia campus presentations, send and receive electronic responses to specific questions, and apply for admission and financial aid.

Importance of Filing Complete, Accurate, and Authentic Application Documents

The CSU 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. 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).

Admissions

The Office of Admissions offers a full array of services from the time of first contact until students register for their first semester.

All pre-enrollment services are housed in the Office of Admissions. Admissions is responsible for processing admission applications and for the evaluation of high school or transfer credits, but also offers a wide variety of services to prospective students who have not yet applied. Outreach services to area high schools, community college transfer services, pre-admission advising, and campus tours are all available to students seeking information about the University. Questions about majors offered, support services available, or the future development of the campus can also be addressed. In addition to the professional staff, Peer Resources in Discussing Education (PRIDE) ambassadors are a group of continuing CSUSM students who are available, by appointment, for these services.

Registration and Records

The Office of Registration and Records is responsible for registration, grade reporting, maintenance of the official academic record, evaluation of transfer credits, transcripts, class rosters, enrollment verification, transcript evaluation, and graduation processing. The official name, address, and major changes for a student must be requested in the Office of Registration and Records. All official academic records for students are maintained in Registration and Records, including academic transcripts, academic status, degree information, grade changes, and petitions for exceptions to academic regulations.

Undergraduate Admission Requirements

Freshman Admission Requirements

Students will qualify for regular admission as first-time freshmen if they:

1. are high school graduates,
2. have a qualifiable eligibility index (see Eligibility Index), 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 the student's high school grade point average and his/her score on either the ACT or the SAT. The student's grade point average is based on grades earned during the student's final three years of high school (excluding physical education and military science) and bonus points for approved honors courses.

Up to eight semesters of honor courses taken in the last two years of high school 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.

Students can calculate the index by multiplying their grade point average by 800 and adding their total score on the SAT I. Or, if students took the ACT, multiply their grade point average by 200 and add ten times the ACT composite score. California high school graduates (or legal residents of California for tuition purposes) need a minimum index of 2900 using the SAT I or 694 using the ACT. The Eligibility Index Table illustrates several combinations of required test scores and averages.

Students who neither graduated from a California high school nor are residents of California for tuition purposes, need a minimum index of 3502 (SAT I) or 842 (ACT).

Students with grade point averages of 3.00 or above (3.61 for nonresidents) are exempt from submitting test scores. However, students are urged to take the SAT I or ACT since campuses use test results for advising and placement purposes.

Students will qualify for regular admission when the University verifies that students have a qualifiable eligibility index and will have completed the comprehensive pattern of college preparatory subjects and, if applying to an impacted program, meet supplementary criteria.

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

GPA	ACT SAT I		GPA	ACT SAT I	
	Score	Score		Score	Score
3.00 and above qualifies with any score					
2.99	10	510	2.48	20	920
2.98	10	520	2.47	20	930
2.97	10	530	2.46	21	940
2.96	11	540	2.45	21	940
2.95	11	540	2.44	21	950
2.94	11	550	2.43	21	960
2.93	11	560	2.42	21	970
2.92	11	570	2.41	22	980
2.91	12	580	2.40	22	980
2.90	12	580	2.39	22	990
2.89	12	590	2.38	22	1000
2.88	12	600	2.37	22	1010
2.87	12	610	2.36	23	1020
2.86	13	620	2.35	23	1020
2.85	13	620	2.34	23	1030
2.84	13	630	2.33	23	1040
2.83	13	640	2.32	23	1050
2.82	13	650	2.31	24	1060
2.81	14	660	2.30	24	1060
2.80	14	660	2.29	24	1070
2.79	14	670	2.28	24	1080
2.78	14	680	2.27	24	1090
2.77	14	690	2.26	25	1100
2.76	15	700	2.25	25	1100
2.75	15	700	2.24	25	1110
2.74	15	710	2.23	25	1120
2.73	15	720	2.22	25	1130
2.72	15	730	2.21	26	1140
2.71	16	740	2.20	26	1140
2.70	16	740	2.19	26	1150
2.69	16	750	2.18	26	1160
2.68	16	760	2.17	26	1170
2.67	16	770	2.16	27	1180
2.66	17	780	2.15	27	1180
2.65	17	780	2.14	27	1190
2.64	17	790	2.13	27	1200
2.63	17	800	2.12	27	1210
2.62	17	810	2.11	28	1220
2.61	18	820	2.10	28	1220
2.60	18	820	2.09	28	1230
2.59	18	830	2.08	28	1240
2.58	18	840	2.07	28	1250
2.57	18	850	2.06	29	1260
2.56	19	860	2.05	29	1260
2.55	19	860	2.04	29	1270
2.54	19	870	2.03	29	1280
2.53	19	880	2.02	29	1290
2.52	19	890	2.01	30	1300
2.51	20	900	2.00	30	1300
2.50	20	900			
2.49	20	910			

Below 2.00 does not qualify for regular admission

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

Provisional Admission

CSU San Marcos may provisionally admit first-time freshman applicants based on their academic preparation through the junior year of high school and planned for the senior year. The campus will monitor 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.

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. Within the 15 units completed, up to one unit (one year) in visual and performing arts or foreign language may be missing and offset by a college preparatory course(s) in other areas. The missing unit of visual and performing arts or foreign language must be completed either prior to, or by the end of the first year, of CSU enrollment. This provision is effective through the 2002-2003 academic year.

- English, 4 years.
- Mathematics, 3 years: algebra, geometry, and intermediate algebra.
- U.S. history or U.S. history and government, 1 year.
- Science, 1 year with laboratory: biology, chemistry, physics, or other acceptable laboratory science.
- Foreign language, 2 years in the same language (subject to waiver for applicants demonstrating equivalent competence).

- Visual and performing arts, 1 year: art, dance, drama/theater, or music.
- Electives, 3 years: selected from English, advanced mathematics, social science, history, laboratory science, foreign language, visual and performing arts, and agriculture.

Applicants seeking admission as first-time freshmen for the fall 2003 or later terms will have the same preparatory course requirements for admission to both the California State University and the University of California. The preparatory course admission requirements for both systems will be the completion of the following courses with a grade of C or better:

- English, 4 years.
- Mathematics, 3 years: algebra, geometry, and intermediate algebra.
- U.S. history or social science, 2 years.
- Laboratory science, 2 years.
- Foreign language, 2 years.
- Visual or performing arts, 1 year.
- Electives chosen from one of the areas above, 1 year.

Foreign Language Subject Requirement

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 your school counselor or any CSU campus' Admissions or School Relations Office for further information.

Subject Requirement Substitution for Students with Disabilities

Applicants with disabilities are encouraged to complete college

preparatory course requirements if at all possible. If an applicant is judged unable to fulfill a specific course requirement because of his or her disability, alternate college preparatory courses may be substituted for specific subject requirements. Substitutions may be authorized on an individual basis after review and recommendation by the applicant's academic advisor or guidance counselor in consultation with the Director of Disabled Student Services. 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. Students should be aware that course substitutions may limit later enrollment in certain majors, particularly those involving mathematics. Further information and substitution forms can be obtained from the Director of Disabled Student Services.

Undergraduate Transfer Applicants

Transfer Requirements

Applicants to CSU San Marcos will qualify for admission as transfer students if they have a grade point average of 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. Meet the freshman admission requirements in effect for the term to which they are applying (See "Freshman Requirements" section).
2. Be eligible as a freshman at the time of high school graduation, except for the subject requirements, have made up the missing subjects, and have been in continuous attendance in an accredited college since high school graduation.

3. Have completed at least 56 transferable (84 quarter) units and have made up any missing subject requirements (see "Making Up Missing College Preparatory Subjects" section). Nonresidents must have a 2.4 grade point average or better.

Applicants who graduated from high school in 1988 or later:

- Have completed all subject requirements in effect when they graduated high school (students can use both high school and college coursework)* **OR**
- Have completed at least 30 semester units of college coursework with a grade of C or better in each course to be selected from courses in English, arts and humanities, social science, science and mathematics at a level at least equivalent to courses that meet general education requirements. The 30 units must include all of the general education requirements in communication in the English language and critical thinking (at least 9 semester units) and the requirement in mathematics/quantitative reasoning (usually 3 semester units) **OR** the Intersegmental General Education Transfer Curriculum (IGETC) requirements in English communication (including oral communication) and mathematical concepts and quantitative reasoning.

**For upper division transfers seeking admission to fall term 2000 or later, all applicants with 56 or more transferable semester (84 quarter) units will be required to have completed at least 30 semester units of courses at a level equivalent to courses that meet general education requirements. The 30 semester units must include all of the general education requirements in communication in English language (three courses) and at least the three semester units (typically one course) required in mathematics.*

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

Transferable courses are those designated for baccalaureate credit by the college or university offering the courses.

Provisional Admission

CSU San Marcos may provisionally 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.

Making Up Missing College Preparatory Subject Requirements

Undergraduate 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.

Please consult with any CSU admission office for further information about alternative ways to satisfy the subject requirements.

Graduate and Postbaccalaureate Admission Requirements

Graduate and postbaccalaureate applicants may apply for a degree objective, a credential or certificate objective, or may have no program objective. Depending on the objective, The CSU will consider an application for admission as follows:

- ***General Requirements*** — The minimum requirements for admission to graduate and postbaccalaureate studies at a California State University campus are in accordance with University regulations as well as Title 5, Chapter 1, Subchapter 3 of the California Code of Regulations. Specifically, a student shall:
 1. have completed a four-year college course of study and hold an acceptable baccalaureate degree from an institution accredited by a regional accrediting association, or shall have completed equivalent academic preparation as determined by appropriate campus authorities;
 2. be in good academic standing at the last college or university attended;
 3. have attained a grade point average of at least 2.5 (A = 4.0) in the last 60 semester (90 quarter) units attempted; and
 4. satisfactorily meet the professional, personal, scholastic, and other standards for graduate study, including qualifying examinations, as determined by each graduate program.

If students meet the minimum requirements for graduate and postbaccalaureate studies, they will be considered for admission in one of the four following categories:

- ***Postbaccalaureate Unclassified*** — To enroll in graduate courses for professional or personal growth, students must be admitted as a postbaccalaureate unclassified student. By meeting the general requirements, students are eligible for admission as a postbaccalaureate unclassified student. Some departments may restrict enrollment of unclassified students because of heavy enrollment pressure. Admission in this status does not constitute admission to, or assurance of consideration for admission to, any graduate degree or credential program; or
- ***Postbaccalaureate Classified*** — To enroll in a credential program or certificate program, students must satisfy the additional professional, personal, scholastic, and other standards, including qualifying examinations, as the campus may prescribe; or
- ***Graduate Conditionally Classified*** — To enroll in a graduate degree program if, in the opinion of appropriate campus authority, students can remedy any deficiencies by additional preparation; or
- ***Graduate Classified*** — To pursue a graduate degree students will be required to fulfill all of the professional, personal, scholastic, and other standards, including qualifying examinations, as the campus may prescribe.

Adult Students

As an alternative to regular admission criteria, an applicant who is 25 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 tests of General Educational Development (GED) or the California High School Proficiency Examination],
2. has not been enrolled in college as a full-time student for more than one term during the past five years, and
3. has earned a C average or better if there has been any college attendance in the last five years.

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

Other Applicants

An applicant not admitted under the provisions cited in this catalog should consider enrollment at another appropriate institution. Only under the most unusual circumstances will such applicants be permitted to enroll in the University. Permission is granted only by special action of the University.

International (Foreign) Student Admission Requirements

The California State University must assess the academic preparation of international students. For this purpose, "foreign students" include those who hold U.S. visas as students, exchange visitors, or in

other non-immigrant classifications. The CSU uses separate requirements and application filing dates for the admission of foreign students.

Verification of the student's English proficiency (see the section on TOEFL requirement for undergraduate and graduate applicants), financial resources, and academic performance are all important considerations for admission.

Academic records from foreign institutions must be on file at least eight weeks before registration for the first term and, if not in English, must be accompanied by certified English translations.

Priority in admission is given to residents of California. There is little likelihood of nonresident applicants, including international students, being admitted either to impacted majors or to those with limited openings.

Insurance Requirement

Effective August 1, 1995, as a condition of receiving an I-20 or IAP-66 form, all F-1 and J-1 visa applicants must agree to obtain and maintain health insurance as a condition of registration and on continued enrollment in The CSU. Such insurance must be in amounts as specified by the United States Information Agency (USIA) and NAFSA: Association of International Educators. Information about which insurance policies meet these criteria may be obtained from the Office of Admissions.

Admission to Teaching Credential Programs

Admission to the University as a student does not constitute admission to a teaching credential program. Just as admission to a credential program does not constitute admission to the

university, students must be admitted to both in order to enroll in classes. Students who intend to work toward the Multiple or Single Subject Credential must also apply for admission to the credential program. For details regarding the admission requirements, please refer to the College of Education section.

Postbaccalaureate students must file official transcripts with both the Office of Admissions and the College of Education if they plan to enter a credential program. Students must include transcripts from each college attended (including extension, correspondence, summer session, or evening courses).

Second Bachelor's Degree Admission Requirements

Students who have a previous bachelor's degree from a regionally accredited institution of higher education may apply to receive a second bachelor's degree.

Applicants must have a 2.5 grade point average in the last 60 units attempted for prior work, and must meet graduation requirements as specified in the Second Bachelor's Degree Requirements section on page J-10.

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 as described in the undergraduate admission booklet. The \$55 nonrefundable application fee should be in the form of a check or money order payable to "The California State University" 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. To be considered by more than one campus during the open filing period, it is recommended that an applicant submit an application (including fees) to each campus.

Application Filing Periods

Filing Period Duration: Each campus accepts applications until capacities are reached. Many campuses limit undergraduate admission in an enrollment category because of overall enrollment limits. Undergraduates are encouraged to apply during the initial filing period to facilitate the campus' early review and response. If applying after the initial filing period, the student should consult with the Office of Admissions for current information.

<i>Semester Terms in</i>	<i>Applications</i>
2000-2001	<i>First</i>
2001-2002	<i>Accepted</i>

Fall 2000	November 1, 1999
Spring 2001	August 1, 2000
Fall 2001	November 1, 2000
Spring 2002	August 1, 2001

Application Acknowledgement

Students may expect to receive an acknowledgment of their application from the Office of Admissions beginning in January 2000 for Fall 2000 semester, October 2000 for Spring 2001 semester, January 2001 for Fall 2001, and October 2001 for Spring 2002. The acknowledgment letter will also include a request to submit any additional records necessary for the campus to evaluate the student's qualifications. Students may be assured of admission if the evaluation of their qualifications

indicates that they meet CSU admission requirements, and campus requirements for admission to an impacted program. Such a notice is not transferable to another term or to another CSU campus.

Notification of Admission

Applicants who have received an application acknowledgment and have submitted all required admission materials will begin to receive notification of acceptance or denial of admission to the Fall 2000 semester beginning on January 1, and for the Spring 2001 semester beginning on November 15. If the processing schedule permits, some applicants may be notified in advance of these dates.

Cancellation of Admission

Admission will be cancelled automatically if a student who received a notice of admission for a given semester does not register for that semester. If the student wishes to undertake studies at the University at a later date, the student must file a new application, pay a new application fee, and meet the current admission requirements.

Materials supporting the application for admission, such as transcripts and entrance examination scores, are retained for two years only. Additional documentation will be required of studies done in the interim to complete the student's application file.

Filing Official Transcripts

Applicants must file the following official transcripts with the Office of Admissions:

1. *Freshmen* — May submit preliminary high school transcripts prior to graduation but must also send final

transcripts with graduation date listed.

2. *Transfers* — Request official transcripts be sent directly from all colleges or universities previously attended (even if no coursework was completed). Transcripts must be received in sealed envelopes from each institution attended. Applicants should keep personal copies of all transcripts and test scores to complete the admission application and for academic advising sessions. If transferring with fewer than 56 transferable semester (84 quarter) units of study, applicants must also submit their high school transcript. Applicants with 56 or more transferable semester units may be asked to submit high school transcripts if admissibility cannot be determined on the basis of college or university transcripts.
3. Photocopy of the military separation form DD-214 if applicant wants transfer credit for active military service.

A transcript will be considered official and accepted to meet the regulations governing admission only if forwarded directly to CSU San Marcos by the institution attended. All records or transcripts received by the University become the property of the University and will not be released to a third party.

Use of Social Security Number

Applicants are required to include their correct Social Security Numbers (individual taxpayer identification 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. The University uses the Social Security Number to identify records

pertaining to the student as well to identify the student, for financial 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.

High School Students

Students still enrolled in high school will 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 program and does not constitute the right to continued enrollment.

Hardship Petitions

Qualified applicants who would be faced with extreme hardship if they are not admitted should communicate in writing the details of their hardship to the Office of Admissions and request hardship admission consideration.

Test Requirements

Unless exempt per the Eligibility Index (page E-2), freshman and transfer students with fewer than 56 transferable semester units (or 84 quarter units) must submit scores from either the SAT I of the College Board or the ACT.

Test scores are used also for advising and placement.

Registration forms and dates for the SAT I or ACT are available from high school and college counselors and from CSU San Marcos Career and Assessment Center. Or students may write to or call:

The College Board (SAT I)
Registration Unit, Box 6200
Princeton, New Jersey 08541
(609) 771-7588

ACT
Registration Unit, P.O. Box 414
Iowa City, Iowa 52243
(319) 337-1270

Advanced Placement Tests

Students with grades of three or higher on the College Board's Advanced Placement Test may receive college credit for the test. For information on which Advanced Placement tests are accepted for credit at CSU San Marcos, contact Admissions at (760) 750-4848.

TOEFL Requirement

All undergraduate applicants, regardless of citizenship, 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 present a score of 550 or above on the Test of English as a Foreign Language (TOEFL). Applicants taking the Computer Based Test of English as a Foreign Language must present a score of 213 or above.

Systemwide Tests Required of Most New Students

The CSU requires new students to be tested in English and mathematics as soon as possible after they are admitted and before enrollment. These are not admission tests, but a

way to determine whether students are prepared for college work and, if not, to counsel them on how to strengthen their preparation. Students might be exempted from one or both tests if they have scored well on other specified tests or completed appropriate courses.

English Placement Test (EPT)

The CSU English Placement Test must be completed by all non-exempt undergraduates prior to placement in appropriate university English coursework. Exemptions from the test are given only to those who present proof of one of the following:

- A score of 550 or above on the Verbal section of the College Board SAT I* Reasoning Test taken on or after April 1, 1995.
- A score of 470 or above on the Verbal section of the College Board SAT I* Reasoning Test taken between March 1994 and March 1995. A score of 470 or above on the Verbal section of the College Board Scholastic Aptitude Test (SAT) taken prior to March 1994.
- A score of 24 or above on the enhanced ACT English Test taken October 1989 or later.
- A score of 22 or above on the American College Testing (ACT) English Usage Test taken prior to October 1989.
- A score of 680 or above on the re-centered and adjusted College Board SAT II: Writing Test taken May 1998 or after*.
- A score of 660 or above on the College Board SAT II* in English Composition with essay taken prior to January 1994.

**The College Board SAT and Achievement Tests were replaced by SAT I and SAT II, respectively, beginning March 1994. Beginning April 1, 1995, the SAT I and SAT II exams have been scored on a new scale.*

- A score of 3, 4, or 5 on either the Language and Composition or the Composition and Literature examination of the College Board Scholastic Advanced Placement program.
- A score on the CSU English Equivalency Examination that qualifies the student for “Pass for Credit” or “Exemption.”
- Completion and transfer of a course that satisfies the General Education-Breadth or Intersegmental General Education Transfer Curriculum (IGETC) written communication requirement, provided such course was completed with a grade of C or better.

Entry Level Mathematics Exam (ELM)

The ELM examination tests for entry level mathematics skills acquired through three years of rigorous college preparatory mathematics coursework (normally Algebra I, Algebra II, and Geometry). All undergraduate students must take the test or be exempted from it before enrolling at CSUSM. Specific policies regarding retesting and placement will be determined by the campus. Exemptions from the test are given only to those students who can present proof of one of the following:

- A score of 550 or above on the mathematics section of the College Board SAT I Reasoning Test, or on the College Board SAT II Mathematics Tests Level I, IC (Calculator), II, or IIC (Calculator).
- A score of 23 or above on the American College Testing Mathematics Test.
- A score of 3 or above on the College Board Advanced Placement mathematics examination (AB or BC).
- A score of 3 or above on the

College Board Advanced Placement Statistics examination.

- Completion and transfer of a course that satisfies the General Education-Breadth or Intersegmental General Education Transfer Curriculum (IGETC) quantitative reasoning requirement, provided such course was completed with a grade of C or better.

These tests should be taken at the next opportunity after admission, or as soon as possible thereafter, but prior to enrollment.

English and Mathematics Proficiency Requirements

All new undergraduate students must establish their college level proficiency in English and mathematics within their first two semesters of enrollment. Those who are exempt from, or achieve passing scores on the ELM or EPT examinations are considered proficient.

Those who are not exempt from and do not achieve a passing score on the EPT must earn a grade of “C,” or better, in GEW 101, Principles of Written Communication, by the end of their second semester of enrollment at CSU San Marcos.

Those who are not exempt from and do not achieve a passing score on the ELM test must establish their proficiency by earning a grade of “C,” or better, in a designated remedial course in mathematics by the end of their second semester of enrollment at CSU San Marcos.

Those who do not establish proficiency within their first two semesters will be subject to disenrollment and advised to strengthen their academic skills before returning to the University.

Health Screen Provision — Measles and Rubella Immunizations

All new and readmitted students born after January 1, 1957, will be notified of this requirement to present proof of measles and rubella immunizations. This is **not** an admissions requirement, but shall be required of students by the beginning of their second term of enrollment in any CSU. CSU San Marcos students who have not complied with this CSU mandate will be notified of the need to comply before they are allowed to register for their second term.

Proof of measles and rubella immunizations shall also be required for certain groups of enrolled students who have increased exposure to these diseases. Proof of Hepatitis B immunization is also required of certain students prior to enrollment; these students will be notified of the requirement. These groups include:

- Students whose primary and secondary schooling were outside the United States.
- Students who are enrolled in any practicum, student teaching, or fieldwork involving pre school-age children or school-age children, or taking place in a hospital or health-care setting.

Students unable to obtain acceptable proof of immunizations are encouraged to visit the Student Health Services or county health services to obtain immunizations without cost.

Veterans and Veterans’ Dependents

Many veterans, dependents of deceased or disabled veterans, and reservists are eligible for Department of Veterans Affairs’ education benefits. Additionally, many dependents of deceased or disabled veterans are eligible for a complete

waiver of application and registration fees through the California Department of Veterans Affairs.

The programs administered by the Department of Veterans Affairs are:

VEAP. For veterans who entered active duty between January 1, 1977, and June 30, 1985, and who contributed to the program while on active duty.

Montgomery G.I. Bill (Active Duty). For veterans who entered active duty beginning July 1, 1985, and who participated in the twelfth-month pay reduction while on active duty.

Montgomery G.I. Bill (Selected Reserve Program). For undergraduates and graduates enlisted in the reserves who have made a six-year commitment to the selected reserves.

Dependents. For spouses or children of veterans who died on active duty, whose death was caused by a service-connected disability, or who are rated 100% permanently disabled by the Department of Veterans Affairs.

Vocational Rehabilitation. For veterans with a service-connected disability, or who are rated 100% permanently disabled by the Department of Veterans Affairs.

Students should be aware that the Veterans Administration will pay educational benefits only for those courses which are part of an approved degree or certificate program, and which have not been previously and successfully completed. Students are required to attend classes regularly and maintain satisfactory grades. For clarification of Veterans Administration policies on withdrawals, incompletes, course repeats, etc., please contact the veterans representative on campus.

Students wishing to apply for the programs administered by the Department of Veterans Affairs can apply for their benefits on campus. Veterans who enroll at CSU San Marcos are encouraged to call or visit the veterans representative in the Office of Registration and Records for instructions prior to signing up for benefits. Dependents of deceased or disabled veterans who wish to apply for the fee waiver program may contact the County of San Diego Veterans Service Office, 7151 El Cajon Blvd., Suite C, San Diego, CA 92115-1819 or the veterans representative in the Office of Registration and Records.

Graduate and Postbaccalaureate Application Procedures

All graduate and postbaccalaureate applicants (e.g., master's degree applicants, those seeking credentials, and those interested in taking courses for personal or professional growth) must file a completed graduate application as described in the graduate and postbaccalaureate admission booklet. Applicants who completed undergraduate degree requirements and graduated the preceding term are also required to complete and submit an application and the \$55 nonrefundable application fee. Since applicants for postbaccalaureate programs may be limited to the choice of a single campus on each application, redirection to alternate campuses or later changes of campus choice will be minimal. To be assured of initial consideration by more than one campus, it will be necessary to submit separate applications (including fees) to each. Applications may be obtained from a graduate studies office or an admissions office of any California State University campus. An electronic version of the CSU graduate application is available on the Web at <http://www.csumentor.edu/>.

Graduate and postbaccalaureate applicants are encouraged to submit applications during the initial filing periods (November for fall semester admission and August for spring semester admission).

Graduate applicants to masters and credential programs must apply to both the University and the program intended. Official transcripts from each college or university attended must be filed with both the Office of Admissions and the program office.

TOEFL Graduate and Postbaccalaureate Requirement

All graduate and postbaccalaureate applicants, regardless of citizenship, whose preparatory education was principally in a language other than English, must demonstrate competence in English. Those who do not possess a bachelor's degree from a post-secondary institution where English is the principal language of instruction must receive a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). Applicants taking the Computer-Based Test of English as a Foreign Language must present a score of 213 or above.

Determination of Residence for Nonresident Tuition Purposes

The Office of Admissions determines the residence status of all new and returning students for nonresident tuition purposes. Responses to the Application for Admission, Residency Questionnaire, and Reclassification Request Form, and, if necessary, other evidence furnished by the student, are used in making this determination. A student who fails to submit adequate information to establish a right to classification as a California resident will be classified as a nonresident.

The following statement of the rules regarding residency determination for nonresident tuition purposes is not a complete discussion of the law, but a summary of the principal rules and their exceptions. The laws governing residence determination for tuition purposes by The California State University are found in the California Education Code Sections 68000-68090, 68121, 68123, 68124, 89705-89707.5, and in Title 5 of the California Code of Regulations, Sections 41900-41912. A copy of the statutes and regulations is available for inspection at the Office of Admissions.

Legal residence may be established by an adult who is physically present in the state and who, at the same time, intends to make California his or her permanent home. Steps must be taken at least one year prior to the residence determination date to show an intent to make California the permanent home with concurrent relinquishment of the prior legal residence. The steps necessary to show California residency intent will vary from case to case. Included among the steps may be: registering to vote and voting in elections in California; filing resident California state income tax forms on total income; ownership of residential property or continuous occupancy or renting of an apartment on a lease basis where one's permanent belongings are kept; maintaining active resident memberships in California professional or social organizations; maintaining California vehicle plates and operator's license; maintaining active savings and checking accounts in California banks; maintaining permanent military address and home of record in California if one is in the military service. The student who is in the state for educational purposes only does not gain the status of resident regardless of the length of the student's stay in California.

In general, an unmarried minor (a person under 18 years of age) derives legal residence from the parent with whom the minor maintains or last maintained his or her place of abode. The residence of a minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by the relinquishment of a parent's right of control.

A married person may establish his or her residence independent of his or her spouse.

A noncitizen may establish his or her residence, unless precluded by the Immigration and Nationality Act, from establishing domicile in the United States.

Nonresident students seeking reclassification are required by law to complete a supplemental questionnaire concerning financial independence.

The general rule is that a student must have been a California resident for at least one year immediately preceding the residence determination date in order to qualify as a "resident student" for tuition purposes. A residence determination date is set for each academic term and is the date from which residence is determined for that term. The residence determination dates are:

Semester Term Campuses

Fall	September 20
Spring	January 25

The residence determination dates for the four stages on CalStateTEACH are as follows:

- Stage 1 September 20
- Stage 2 January 5
- Stage 3 June 1
- Stage 4 September 20

There are exceptions from nonresident tuition, including:

1. Persons below the age of 19 whose parents were residents of California but who left the state while the student, who remained, was still a minor. When the minor reaches age 18, the exception continues until the student has resided in the state the minimum time necessary to become a resident.
2. Minors who have been present in California with the intent of acquiring residence for more than a year before the residence determination date, and have been entirely self-supporting for that period of time. The exception continues until the student has resided in the state the minimum time necessary to become a resident.
3. Persons below the age of 19 who have lived with and been under the continuous direct care and control of an adult or adults, not a parent, for the two years immediately preceding the residence determination date. Such an adult must have been a California resident for the most recent year. The exception continues until the student has resided in the state the minimum time necessary to become a resident.
4. Dependent children and spouse of persons in active military service stationed in California on the residence determination date. There is no time limitation on this exception unless the military person transfers out of California or retires from military service. If either of those events happen, the student's eligibility for this exception continues until he or she resides in the state the minimum time necessary to become a resident.
5. Military personnel in active service stationed in California



on the residence determination date for purposes other than education at state-supported institutions of higher education. This exception continues until the military personnel has resided in the state the minimum time necessary to become a resident.

- 6. Military personnel in active service in California for more than one year immediately prior to being discharged from the military. Eligibility for this exception runs from the date the student is discharged from the military until the student has resided in state the minimum time necessary to become a resident.
- 7. Dependent children of a parent who has been a California resident for the most recent year. This exception continues until the student has resided in the state the minimum time necessary to become a resident, so long as continuous residence is maintained at an institution.
- 8. Graduates of any school located in California that is operated by the U.S. Bureau of Indian Affairs, including, but not limited to, the Sherman Indian High School. The exception continues so long as continuous attendance is maintained by the student at an institution.
- 9. Certain credentialed, full-time employees of California school districts.
- 10. Full-time CSU employees and their children and spouses; state employees assigned to work outside the state and their children and spouses. This exception continues until the student has resided in the state the minimum time necessary to become California resident.
- 11. Children of deceased public law enforcement or fire-suppression employees who were California residents and who were killed in

the course of law enforcement or fire suppression duties.

- 12. Certain amateur student athletes in training at the U.S. Olympic Training Center in Chula Vista, California. This exception continues until the student has resided in the state the minimum time necessary to become a resident.
- 13. Federal civil service employees and their natural or adopted dependent children if the employee has moved to California as a result of a military mission realignment action that involves the relocation of a least 100 employees. This exception continues until the student has resided in the state the minimum time necessary to become a resident.
- 14. State government legislative or executive fellowship program enrollees. The student ceases to be eligible for this exception when he or she is no longer enrolled in the qualifying fellowship.

Any student, following a final campus decision on his or her residence classification only, may make written appeal to:

*The California State University
Office of General Counsel
401 Golden Shore
Long Beach, CA 90802-4210*

within 120 calendar days of notification of the final decision by the campus of the classification. The Office of General Counsel may make a decision on the issue, or it may send the matter back to the campus for further review. Students classified incorrectly as residents or incorrectly granted an exception from nonresident tuition are subject to reclassification as nonresidents and payment of nonresident tuition in arrears. If incorrect classification

results from false or concealed facts, the student is subject to discipline pursuant to Section 41301 of Title 5 of the California Code of Regulations. Resident students who become nonresidents, and nonresident students qualifying for exceptions whose basis for so qualifying changes, must immediately notify the Office of Admissions. Applications for a change in classification with respect to a previous term are not accepted.

The student is cautioned that this summation of rules regarding residency determination is by no means a complete explanation of their meaning. The student should also note that changes may have been made in the rate of nonresident tuition, in the statutes, and in the regulations between the time this catalog is published and the relevant residence determination date.

Impacted Programs
Office of Admissions
(760) 750-4848

The California State University designates programs as impacted when more applications are received in the first month of the filing period than can be accommodated. Some programs are impacted at every campus where they are offered; others are impacted only at some campuses. Students must meet supplementary admission criteria if applying to an impacted program.

The CSU announces, before the opening of the Fall filing period, which programs are impacted and the supplementary criteria campuses will use. That announcement is published in the *CSU Review* and distributed to high school and college counselors. Information about the supplementary criteria is also sent to program applicants.

Students must file their application for admission to an impacted program during the first month of the filing period. Further, if students wish to be considered in impacted programs at two or more campuses, students must file an application to each campus.

Supplementary Admission Criteria

Each campus with impacted programs uses supplementary admission criteria in screening applicants. Supplementary criteria may include ranking on the freshman eligibility index (see Eligibility Index on page E-2), the overall transfer grade point average, and a combination of campus-developed criteria. If students are required to submit scores on either the SAT I or the ACT, students should take the test no later than November (if applying for Fall admission).

The supplementary admission criteria used by the individual campuses to screen applicants appear periodically in the *CSU Review* and are sent by the campuses to all applicants seeking admission to an impacted program.

Unlike unaccommodated applicants to locally impacted programs who may be redirected to another campus in the same major, unaccommodated applicants to systemwide impacted programs may not be redirected in the same major, but may choose an alternate major either at the first choice campus or another campus.

Evaluation of Academic Records

Transfer Credits

Credit for work completed at regionally accredited institutions, other than coursework identified by such institutions as remedial or in other ways as being nontransferable, will be accepted toward the

satisfaction of baccalaureate degree and credential requirements at CSUSM within limitations of residence requirements, community college transfer maximums, and in accordance with directives from Executive Orders and Title 5 of the California Code of Regulations.

Undergraduate Tests and Examinations

CSUSM grants up to a maximum of thirty (30) semester units of credit to those students who pass examinations that have been approved for credit systemwide. These include the Advanced Placement, CSU English Equivalency Examinations, and some CLEP examinations. The total credit earned in external examinations (excluding Advanced Placement) that may be applied to a baccalaureate shall not exceed 30 units. No credit for any examination will be forwarded to a student who has either 1) taken the examination previously within the past year; 2) earned equivalent credit through regular coursework credit by another examination, or other instructional processes, such as correspondence study or military training; or 3) earned credit previously in a course or by examination more advanced than the level represented by the examination in question.

Credit for Advanced Placement

CSU San Marcos 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 (3) or better will be granted up to six (6) semester units of University credit with the following provision: Acceptance of Advanced Placement units for purposes other than lower-division electives is determined by the appropriate academic discipline or division.

Credit for College Level Examination Program (CLEP)

Credit is awarded for successful performance in certain examinations of the College Level Examination Program. Students may earn up to six (6) units per examination passed. Passing scores for the CLEP exams are established by the participating academic disciplines and the California university and college system. Credit for one examination in mathematics may be applied to the mathematics requirement of the general education program. Credit for additional examinations is allocated to lower-division electives; acceptance for major, minor, or prerequisite use is granted on the approval of the appropriate academic or discipline division.

Credit for International Baccalaureate Certificates or Diplomas

CSU San Marcos normally grants six (6) units of credit for each International Baccalaureate Higher Level Subject Examination passed with a score of 4 or better. To receive credit, students must request that their International Baccalaureate transcript of grades be sent to CSU San Marcos' Office of Admissions for evaluation and determination of appropriate credit to be awarded.

Credit by Challenge Examination

A student may elect to receive credit for a course by challenge examination for any course approved by the academic discipline as a course eligible for challenge. The following procedures are applicable:

- A student must be enrolled currently in the course elected for challenge, as well as one additional course.
- A course challenge form containing the approval of the student's faculty advisor and the



designated signature(s) within the course's college must be completed prior to the examination. (Note: It is assumed that some disciplines may use discipline/college-defined exams instead of having individual faculty members administer the exam. That is why the faculty member signature is not required, but may be added if the discipline/college requires it. The form, once the policy is approved, will be designed in consultation with Enrollment Services, and the colleges of Arts and Sciences, Business Administration, and Education, and will address any additional signatures required.)

- Examinations must be administered and graded prior to the last day to add courses in any given semester or term. Students are required to file course challenge forms prior to the end of the first week of classes to insure adequate time for the examination process. If the student does not successfully complete the exam, the student will be allowed to remain in the course or drop the course in accordance with normal withdrawal policies.
- The grading option for a challenge exam is at the discretion of the discipline. Disciplines may designate the grading method (letter grade, CR/NC) and may establish a minimum grade that must be obtained in order to receive course credit in accordance with University policy.
- Credit by examination may not be used to fulfill the residency requirement.
- The challenge examination must include a writing assessment that reflects the all-university writing requirement.

- There is a six-unit limit on credit by challenge examination within the major.
- A student may not elect to challenge a course for which a grade of "U," "F," "NC," or "AU" was received in a previous semester, for which academic renewal has been granted, or for which a prior challenge has been unsuccessful.
- As a matter of general policy, a student may not challenge a course for which a prerequisite is listed unless the prerequisite requirement has been met. Exceptions to this policy require special approval as designated by the college or discipline. A student may not challenge a course that is listed in the catalog as a prerequisite for a course in which academic credit has already been granted.
- Courses cannot be challenged to fulfill upper-division General Education requirements.

Credit for Noncollegiate Instruction

CSU San Marcos grants undergraduate degree credit, appropriate to the baccalaureate, for successful completion of noncollegiate instruction, either military or civilian, that has been recommended by the Commission on Educational Credit and Credentials of the American Council on Education. The number 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. The Office of Admissions provides students with specific details about individual military credit after evaluation of the documents submitted for admission purposes.

Community College Credit

A maximum of seventy (70) semester units earned in a community college may be applied toward the degree, with the following limitations: (a) no upper-division credit may be allowed for courses taken in a community college; (b) no credit may be allowed for professional courses in education taken in a community college, other than introduction to education courses.

Extension Credit

The maximum amount of transferable extension and correspondence credit which may be applied toward the minimum requirements for the bachelor's degree is twenty-four (24) semester units. Extension credit does not apply toward the 30 units of residence credit required for all undergraduate degrees.

Catalog Rights for Degree Requirements

If a student does not graduate within ten (10) years from the beginning of his/her catalog rights, the major advisor may review all upper-division major courses for applicability.

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