

CSU MENTOR APPLICATION GUIDE

Visit: www.csumentor.edu

1. Click on **"Apply Online"** tab
2. Click on **"Undergraduate Admission Applications"**
3. Click on left box **"FALL 2017"**
4. Scroll down to bottom of page and click on **"Create an Account"**
 - Write down log in username and password onto your manila folder
5. Select campus and click **"Start New App"**
6. Scroll all the way to bottom and click **"Begin Undergraduate App for School"**

College Application Instructions:

1. Enrollment Information
 - Term applying for → select **"FALL 2017"**
 - Intended Major: Select **major or undeclared**
 - Note: check with counselor to see if major is impacted (full)
 - Select **BA** (Bachelor's of Art: liberal arts/social science programs) or **BS** (Bachelor's of Science: math/science/engineering programs)
2. Entry Status
 - If you have AP credit with 3 scores or higher or took classes at a junior college then select: **"Graduating High School Senior with College Credit"**
 - If no AP/college courses, then select: **"Graduating High School Senior with No College Credit"**
 - Previous Application → select: **"Never Applied"**
 - Campus Authorization Number: leave blank

→ Click save and continue arrow on bottom right corner of page
3. Name and Address: complete fields
4. Personal Information
 - Social Security Number: **enter number if a citizen of US**
 - California Statewide Student Identifier: **leave blank**
5. Select Parent's Highest Level of Education
 - Under Dependent Students, estimate families income
 - Note: only use numbers, no commas
 - Share how many people are in family
6. Misc Info
 - If you want to play sports Div I, II, or III in college → select **"Yes"**
7. CA State Residency Info: complete information
8. Demographic Info: enter info regarding ethnicity
9. High School Information
 - Click **"Add a High School"** → select **HS** and click **"Next"**
 - Term Type: select "Semester (Two grades given for a full academic year)"
 - Review HS transcript for dates of attendance. **(i.e. 09/2013 to 06/2017)**
 - click add HS
 - Expected graduation date = **06/2017**

- *Note: If you took a foreign language or math class (Algebra I or Geometry) in Middle School then add Middle School*
 - If you did not attend ANA for four years, then list other HS as well **(click add a HS)**
10. Test Info:
 - Enter highest SAT/ACT score you've received in a sitting
 - If going to take in November, add date and leave scores blank
 - If college allows Score Choice (highest scores across sittings) then add that date and score as well
 - TOEFL: add for international students only
 11. Educational Opportunity Program (EOP)
 - For students with low-income families and parent's haven't gone to college or student has learning differences.
 - If you qualify, this could help improve your chances for college, click→ **"Yes"**
 12. Application Fee Waiver
 - If your family makes under a certain amount of money, then you may qualify to not pay app fee.
 - See counselor if you think this will apply to you and we will give you a form to complete.
 13. Review application and print (Command P) and have counselor review for accuracy
 14. Save application and then click on top left button "Application Manager" to complete another application.
 - Majority of data is saved for future apps, just need to complete enrollment info for college and click next on the rest of pages (5 minutes)
 15. Submit application and pay \$55 app fee to send app.