Riverside City College Transfer Center

CSU APPLICATION
CHEAT SHEET
www.calstate.edu/apply

Fall: Oct 1st - Nov 30th*

Spring: Aug 1st - 31st

Questions?

Visit the Transfer Center

✉ : TransferCenter@rcc.edu

📞 : (951) 222-8000 ext. 4250

Location: 2nd Floor of the Charles A. Kane Building

My Profile

Contact Information
- Up to date and accurate
- Email should be one you check frequently
- Save log-in information for future reference

Extended Profile
- **Degree Goal:** "1st Bachelor's Degree"
- **ADT Majors:** "Transferring with an Associate Degree for Transfer" and enter school/major
- **Non-ADT Majors:** "Transferring from a community college or four year institution" then "Greater than or equal to 60 semester units"

Returning, US Military, International
- Select the one that best applies to you

Add Program

Adding Campuses & Majors
- Make sure to select the correct filing period
- Campus: Select campus you are applying to
- Start Term: Select the term you are applying to
- Source: Select "Campus"
- Select the "+" sign next to your program/major
- Click "I am Done, Review My Selections" and "Continue to My Application"

ADT Majors
- ADT Majors are different from an AA degree. They can be labeled as AA-T or AS-T on your educational plan. Identify approved similar major.
- Consult with your counselor if you have any questions
- **Apply for your Associated Degree to Transfer**
  - Apply for your ADT in your MyPortal
    - Select "Academic Profile" then "Degree Application"
  - **Fall Applicants: apply by February 15th**
  - **Spring Applicants: apply by September 15th**

Academic History

High School Attended
- Must report all schools attended
- Make sure all dates of attendance are correct
- Add your school **manually** if not found in search

Colleges Attended
- Must report **ALL** colleges attended
  - RCC, MVC, and NC are reported as **separate schools**
- Make sure all dates of attendance are correct
  - See your transcripts for exact dates
- Add your school **manually** if not found in search

Transcript Entry
- Begin with one school at a time
- Separate coursework by semester
- Report **ALL COURSEWORK** as shown in transcript regardless of grade and transferability

Grade Codes
- **RP**: Repeated Courses
- **AR**: Academic Renewal
- **W**: Withdraw
- **P**: Pass
- **NP**: No Pass
- **CR**: Credit by Exam

Academic Status
- **0-30 Units Completed**: Freshman Status
- **31 and Above Completed**: Sophomore status
- **Note**: Only these two options are available for transfer students

Term Selection
- **Summer Semester**: Select "Summer 1" semester

Semester Entry
- Course Subjects: Select the subject that best resembles the course title. If the subject is not listed, select "Special Topics"
- Coursework: will generally appear as you begin typing the course. If it does not, manually enter the course exactly as it appears on your trasnscript
- Transferable work: Select the check box if the course is CSU Transferable

Academic History

General Education
- Select courses for each of the four categories (A1, A2, A3 B4) with a grade of C- or higher

Standardized Test
- Not applicable for transfer students

AP (Advanced Placement)
- Only if applicable (took AP Exams for credit)

CLEP (College Level Examination Program)
- Only if applicable

IB (International Baccalaureate)
- Only if applicable

ADT Information
- If applicable, must confirm ADT information
- **Campus ID Number**: Must report RCC ID number
- **CA Community College ID**: Leave blank

EOP Application
- If you wish to apply, complete additional questions before submission

Program Materials + Submit All

Campus Applications
- Some campuses will require that you answer additional questions prior to submission

Application Submission
- Review all campuses and majors that you're applying to
- This page will show whether or not you received the Application Fee Waiver

After you Apply
- Universities will contact you via email with further instructions
- **Apply for your degree** during your last semester

Personal Information

Release Statement
- Must check "Release Statement: CERTIFICATION."
- Other boxes are optional

Biographic Information
- Complete questions as they pertain to you
- **You do not need to fill out the Statewide ID**

Contact Information
- Fill in your current contact information

Citizenship/Residency Information
- **US Citizenship**: Select country of citizenship
- **Value that best describes your US Citizenship:** Answer according to your status: AB540 select "None" option
- **Residency**: Select state that you consider your permanent home/residence (for tuition purposes only)
- **Claim California Residency**: Check "yes" if you can; if AB540 check "yes"

Other Information
- **SSN:** Only enter if you have been assigned a number from the Social Security Administration. All others, select "No" and check box (including international, AB540, and DACA)

Financial & Parental Information
- **Independent if**: You are over the age of 24, enrolled in the army, married, have children/independents, were in a foster home, or were legally emancipated.
- **Reporting Income**: Report requested tax year and household information
- **Adjusted Gross Income**: This number will be used to determine eligibility for the application fee waiver. It will not affect your financial aid.
- **Untaxed Income**: Anything not reported in your taxes (e.g. child support, military allowances, workers compensation, disability benefits, etc.)

Additional Resources

Is my campus still accepting applications?

Is my ADT accepted at the campus I want to apply to?

Is my major/campus impacted?

Scan for information on how to file a Fee Waiver Appeal Form

Visit the Transfer Center Website for more information

What do I need to fill out the application?
- **Unofficial Transcripts from all schools attended**
  - Have printed copies on hand if possible
- **Your Social Security number**, if you have one
- **Your citizenship status**
- **A method of payment,** if appliccable
- **Annual income**
  - Your parents' income if you are dependent
  - OR Your income if you are independent
- **Your parents' employment background and 2 recommendations**
  - Only applies if you're applying to EOP