

# Helpful **Tips** for New Students:



## Understanding conditional admission

[csueastbay.edu/admission](http://csueastbay.edu/admission)

Initial admission is based upon self-reported information and/or a review of partial transcripts with in progress coursework indicating that admissions requirements have or will be met. All initial admission offers are conditional and contingent upon the completion of coursework in progress, confirmation of high school graduation and final admissions office review.

Most applications meet the conditions of admission but occasionally others do not. Common reasons are:

- Failure to submit required documents by the deadline
- Failing to meet the published admissions requirements, such as:
  - An official final transcript that does not reflect the courses and grades you indicated on your admission application
  - Failure to complete planned or in-progress courses that you listed on your admission application
  - Your A-G grade point average falling below the required minimum

It is important that you call 510-885-3500 and speak with an Admissions Counselor if you believe that you are at risk for not completing the terms of your conditional admissions offer.

## Educational Opportunity Program (EOP)

[csueastbay.edu/EOP](http://csueastbay.edu/EOP)

Cal State East Bay only accepts applications for the Educational Opportunity Program for the fall semester. Please contact the EOP Office at 510-885-4683 or [eopadmissions@csueastbay.edu](mailto:eopadmissions@csueastbay.edu) with any questions.

## Frequently asked questions

- Q.** What if I do not complete required courses or miss a deadline?
- A.** You will have your admission to Cal State East Bay revoked and your registration canceled. Failure to submit your transcript will result in your application being withdrawn, even if you have signed up for housing and attended orientation.
- Q.** What if I am taking courses during the fall term required for spring admission?
- A.** You may not use coursework from the fall term to complete spring admission requirements.
- Q.** Can I defer my admission to another term?
- A.** No, your admission is good for one term only. If you wish to be considered for a later term, you must submit a new application for the next available term for which you meet the minimum requirements.
- Q.** I am provisionally admitted; what if I earn "D" or "F" grades?
- A.** Your final transcript must show that you have passed required courses for admission with a "C-" or better prior to your high school graduation date. We will withdraw your admission for failure to meet this standard.

# University Offices

**Academic Advising  
and Career Education**  
510-885-3621  
[csueastbay.edu/aace](http://csueastbay.edu/aace)

**Accessibility Services**  
Hayward Campus  
510-885-3868  
Concord Campus  
925-602-6716  
[csueastbay.edu/as](http://csueastbay.edu/as)

**Admissions**  
510-885-3500  
[csueastbay.edu/admissions](http://csueastbay.edu/admissions)

**Concord Campus**  
925-602-6700  
[csueastbay.edu/concord](http://csueastbay.edu/concord)

**Financial Aid  
and Scholarships**  
510-885-2784  
[csueastbay.edu/financialaid](http://csueastbay.edu/financialaid)

**General Education**  
510-885-2941  
[csueastbay.edu/ge](http://csueastbay.edu/ge)

**Office of the  
Registrar/Records**  
510-885-2784  
[csueastbay.edu/registrar](http://csueastbay.edu/registrar)

**Online Campus**  
510-885-2100  
[csueastbay.edu/online](http://csueastbay.edu/online)

**Orientation**  
510-885-3872  
[csueastbay.edu/orientation](http://csueastbay.edu/orientation)

**Student  
Financial Services**  
510-885-3767  
[csueastbay.edu/student-financial-services](http://csueastbay.edu/student-financial-services)

**Student Housing  
and Residence Life**  
510-885-7444  
[csueastbay.edu/housing](http://csueastbay.edu/housing)

**Welcome Center/  
Campus Tours**  
510-885-2556  
[csueastbay.edu/visit](http://csueastbay.edu/visit)

[csueastbay.edu](http://csueastbay.edu)

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# Beginning Your Journey as a Pioneer

Information for Admitted Freshmen  
Spring 2019



CAL STATE  
**EAST BAY**  
Rising in the East

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# CONGRATULATIONS ON YOUR ACCEPTANCE TO CAL STATE EAST BAY AND WELCOME TO OUR COMMUNITY OF PIONEERS!

Please follow these steps in order to confirm your place in the entering class and ensure a seamless transition.

## 1. Apply for financial aid

[fafsa.ed.gov](https://fafsa.ed.gov)

If you haven't yet applied for financial aid, please submit a 2018-19 FAFSA application as soon as possible at [fafsa.ed.gov](https://fafsa.ed.gov). Use the Cal State East Bay School Code 001138 when applying.

U.S. citizens, permanent residents, or other eligible non-citizens can apply for financial aid. All non-citizens who attended a California high school for at least three years can fill out a California Dream Act application at [dream.csac.ca.gov](https://dream.csac.ca.gov).

Monitor your MyCSUEB portal for any document requests. Students are encouraged to quickly submit requested documents to avoid delays in the processing of their financial aid awards. Visit [csueastbay.edu/financialaid](https://csueastbay.edu/financialaid) to learn more.

## 2. Set your NetID password

[csueastbay.edu/netid](https://csueastbay.edu/netid)

Your NetID is your personal Cal State East Bay identification number that provides online access to student self-service systems such as your CSUEB email, Blackboard, and MyCSUEB.

Instructions for creating your NetID password and security questions will be sent to your personal email account. You will need your NetID in order to submit your Statement of Intent to Register and pre-enrollment fee.

## 3. Prepay your pre-enrollment fee to accept admission

[my.csueastbay.edu](https://my.csueastbay.edu)

All enrolling freshmen are required to participate in a mandatory orientation session; the cost is \$110 and is required as a pre-enrollment fee. This fee must be submitted prior to accepting your offer of admission.

Upon being admitted to Cal State East Bay, a to-do item will appear in MyCSUEB informing you that a pre-enrollment fee must be paid. Twenty-four hours after paying the fee, you will be able to accept the admission offer. Please note that this fee is nonrefundable and due by Nov. 1 or 30 days following your acceptance, whichever date is later. Fee deferments may be considered for those who have submitted a FAFSA, received a preliminary notification of Cal State East Bay financial aid and demonstrated high financial need. Students who meet these

criteria should email [freshmanadmission@csueastbay.edu](mailto:freshmanadmission@csueastbay.edu) to request consideration for their pre-enrollment fee to be deferred.

## 4. Accept your offer of admission

[my.csueastbay.edu](https://my.csueastbay.edu)

After first submitting your pre-enrollment fee, select "Accept Admission" from the list of links on the left side of the page to accept the offer of admission in MyCSUEB.

## 5. Apply for campus housing

[csueastbay.edu/housing](https://csueastbay.edu/housing)

The Student Housing Portal opens Nov. 15. Students interested in on-campus housing should check the website frequently for important dates. Both the housing application and contract are found on the portal and can be completed online.

## 6. Submit ACT or SAT scores

All freshmen must submit ACT or SAT scores so they can be used to evaluate admission eligibility and assist with academic advisement or course placement. These must be received by the published deadline of Oct. 1.

## 7. Submit immunization documentation

[csueastbay.edu/shcs](https://csueastbay.edu/shcs)

Complete your immunization requirement form. Submit it to Cal State East Bay's Student Health and Counseling Services. Only those enrolled in fully online degree programs (without on-campus meetings or examinations) are exempted from completing this form.

## 8. Check your Horizon email account

[horizon.csueastbay.edu](https://horizon.csueastbay.edu)

Your Cal State East Bay Horizon email account is where East Bay communications are sent regarding admission, classes, fees, financial aid, and messages from your instructors.

Access your account through [horizon.csueastbay.edu](https://horizon.csueastbay.edu) and check it frequently. You can forward it to your personal email account if you find that more convenient.

## 9. Attend Freshman Orientation

[csueastbay.edu/orientation](https://csueastbay.edu/orientation)

Attending Freshman Orientation is mandatory. You will receive an email with orientation dates from which to choose and you

will need to register through MyCSUEB. As dates fill quickly, you will want to respond early to assure the best choice.

If you are late or leave during any portion of the program, your admission will be withdrawn. Missing orientation can only be excused with documentation of a circumstance clearly beyond your control.

## 10. Check MyCSUEB and submit all "To-Do List" items

[my.csueastbay.edu](https://my.csueastbay.edu)

It is important to check your personal "To Do List" regularly for items that need to be completed and submitted through your MyCSUEB portal. An item status listed as "initiated" indicates that this item is needed and that an action is required on your part. Please click the hyperlink to learn what is required. You must submit all requested documents by their deadlines.

All incoming freshmen must submit final high school transcripts by Oct. 1 as well as transcripts from any colleges or universities that they may also have attended. Transcripts with final grades for all courses must be submitted to maintain your eligibility to enroll. You are encouraged to request that your institution send electronic transcripts to Cal State East Bay to accelerate the transcript processing time.

Your high school transcript must show proof that you completed high school including your graduation date. Once submitted to Cal State East Bay, documents become the property of the university and cannot be released. We cannot accept unofficial copies of transcripts, or opened transcripts.

Paper documents should be mailed to:

Cal State East Bay  
Office of Admissions  
25800 Carlos Bee Blvd.  
Hayward, CA 94542

Official documents in sealed envelopes can be delivered in person to the Enrollment Information Center in the Student Services and Administration building on the Hayward campus or at the Academic Services Center on the Concord campus.

After your documents have been received, it may take up to three weeks for your "To-Do List" items in your MyCSUEB account to be reviewed and updated. Avoid delays — apply early, and submit documents as soon as possible in the approved format.

Test Scores (AP exams, SAT and ACT) and international baccalaureate diplomas must also be sent directly to CSUEB from the testing agency. Students with Advanced Placement or IB exam results may receive credit depending on their scores. Please visit [csueastbay.edu/apexams](https://csueastbay.edu/apexams) to learn how credit applies. For a complete list of admissions deadlines, visit [csueastbay.edu/deadlines](https://csueastbay.edu/deadlines).

## 11. Pay your tuition and fees

[csueastbay.edu/student-financial-services](https://csueastbay.edu/student-financial-services)

Fees are due after registering for your classes. Check your MyCSUEB account under the "Finances" section to view your payment due date. You have the option to pay in full or sign up for a payment plan. Visit [csueastbay.edu/registrar/register/fees.html](https://csueastbay.edu/registrar/register/fees.html) for details.

