

CSUEB International Applicant Workshop

September 29, 2025



Your Hosts Today



Kelly Pan

International Recruitment &
Marketing Manager

Kelly.pan@csueastbay.edu



Laura Perry

International Partnerships
Coordinator

Laura.perry@csueastbay.edu

Agenda

- Application Deadlines
- Tuition & Fees
- Admission Checklists and Process
 - Undergraduate
 - Graduate
- Cal State Apply Tips
- What to expect after submitting online application
- Document Submission
- Checking your Application Status
- I-20 & Admission Letter
- Scholarships
- Helpful Links & Reminders
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Application Deadlines

	Spring 2026 <i>(term begins January 20, 2026)</i>	Fall 2026 <i>(term begins August 2026)</i>
Application Filing Period	August 1 - October 1, 2025 (Not all graduate programs open for applications for Spring intake. Please refer to the graduate department website.)	October 1, 2025 – May 1, 2026 (Note: some graduate programs have earlier deadlines. Please refer to the graduate department website.)
Unofficial Document Deadline	October 15, 2025	May 15, 2026
Official Document Deadline	Before enrollment	Before enrollment

International Tuition and Fees

per academic year (2 semesters)
as of Spring 2026

Level	Tuition	Total for I-20
Undergraduate (Based on 12 units/semester)	\$18,649	\$41,502
Graduate (Based on 9 units/semester)	\$17,599	\$40,452
Graduate Business (MBA/MSBA/MSMA) (Based on 9 units/semester)	\$23,053	\$45,906

Living expenses = \$21,549 (Varies from student to student)

Health Insurance = \$1,304* (+ additional if study in summer)

❖ *Tuition & Fees are subject to change.*

❖ *Payment plans are available.*

Undergraduate Admission Checklist

	FIRST YEAR FRESHMEN	UPPER DIV. TRANSFER
English Proficiency	<ul style="list-style-type: none"> • TOEFL 61 • IELTS 6.0 • PTE 44 • MET 51 • AP English 3 • ACT English 22 • SAT Verbal 550 • IB English 6 standard level/ 5 higher level • CBSE Year 12 English Exam A2 - 84 • DAAD Language Test certificate with "C" in every section (level B2) 	Any test listed at left or completion of 60 semester transfer units from US college including "Golden Four" GE classes: (English Composition, Speech, Critical Thinking, and Mathematics)
Mimimum GPA	3.0	2.0
Required Documents	<ul style="list-style-type: none"> ● Apply online at www.calstate.edu/apply ● Pay \$70 non-refundable application fee ● Submit unofficial academic records (Transcripts and proof of high school/secondary school graduation from schools outside of the US) in native language with English translation, if needed ● Submit official transcripts from all US schools 	

LOWER DIVISION TRANSFER Students must submit both secondary school transcripts (with min. 3.0 GPA) and all college/university transcripts (with min. 2.0 GPA).

Undergraduate Admission Process

1

File an application at [Cal State Apply](https://calstateapply.calstate.edu/apply)

- Upon receipt of the application, CSUEB will send an email to the student with the NetID (ab1234).
- Please allow up to 2 business days for a completed Cal State Apply application to be reflected in CSUEB's system.

2

Upload Application Documents via link sent by International Admission Office. (Link is sent after student receives netID by email.) *Please do not send documents by email.*

Or submit official documents
following instructions on IAO website



- Net ID is required In order to submit documents.
- Provide unofficial transcripts & test scores via upload link
- Please note: *If you previously submitted academic records in the last year, please email IAO@csueastbay.edu for further assistance; you do not need to re-submit them.*
- Once documents are submitted, the document upload link will be inactivated to avoid duplicate submissions.
- IAO will review the documents and will email the student if anything is outstanding

Graduate Admission Checklist

- **Proof of English proficiency:** TOEFL iBT 80; IELTS 6.5; PTE 58; MET 55
- A degree awarded by an accredited university equivalent to a **four-year U.S. bachelor degree** with the equivalent of a 2.5 GPA or higher; some departments will consider applicants with 3-year degrees. See FAQ Q4 for details: www.csueastbay.edu/iao/faq
- [WES](#) course by course evaluation is required for any applicant with a 3-year degree.
- Must also meet other standards for graduate study established by the academic department.

Apply online at www.calstate.edu/apply

Pay \$70 non-refundable application fee

Required documents:

- Undergraduate academic records (transcripts and degree certificates) in native language with English translation, if needed (secondary school completion not required)
- Test score reports, if required (TOEFL iBT or IELTS Academic)
- If any US transcripts, they must be official

Additional Requirements for Graduate Applicants:

Contact the academic department of the program to which you are applying. There may be additional documentation required by the department for consideration of admission to the graduate program.

Graduate Admission Process

1	File application at CalState Apply.	Upon receipt of the application, CSUEB will send an email to the student with the NetID(ab1234).
2	Submit Required Documents: <u>IAO Office</u> : Upload TRANSCRIPTS, DEGREE CERTIFICATES, English proficiency results ONLY via link sent by International Admission Office. <u>Graduate Dept</u> : Check with graduate department to see if supplemental materials are required. If so, Send DEPARTMENT APPLICATION, GMAT/GRE, PERSONAL STATEMENT, RECOMMENDATION LETTERS, etc. to department as required.	<ul style="list-style-type: none">● Net ID is required In order to submit the application documents● Provide transcripts and English proficiency test scores only to International Admissions.● Please note: If the student previously submitted academic records in the last year, email IAO@csueastbay.edu for further assistance; the student does not need to re-submit them.● See department website for additional requirements by program
3	Review the Personal To Do List & Application Status on MYCSUEB.	<ul style="list-style-type: none">● After document submission, please check MYCSUEB for application status under the application tab and underneath the heading Admission.

Cal State Apply Tips

CAL STATE **APPLY**

- Don't wait! Avoid unnecessary stress of waiting until the deadline to apply. In most cases, the sooner you complete your application, the sooner you will get a decision.
- Be sure to use a current email address and that you enter it accurately in Cal State Apply as this email address will be used to follow up with you on your application.
- Refer to the [International Application Guide](#) or Applicant Help Center if need assistance with the online application. You will find their contact information and Live Chat options on the Help Center website. Live Chat is the fastest way to receive assistance.

About the Applicant Help Center

Use this guide as a supplement to the instructions provided in the [Applicant Help Center](#). To access the Applicant Help Center, click on your name in the upper-right hand corner of the Cal State Apply application.



Cal State Apply Tips

CAL STATE **APPLY**

- If you do not have a Cal State Apply account, you can create one at www.calstate.edu/apply
- If you have applied to any CSU in the past, you should log back into your existing account; do not create a new separate account
- **Enter your full name (as it appears on your passport) in the profile section:**

- If you do not have a first or given name, enter **FNU** (first name unknown)
- If you do not have a last name or family name, enter **LNU** (last name unknown)

- Have copies of your transcripts and test scores available to enter accurate information
- Double check your work while entering information
- Save your progress as you go
- Do not rush, take your time

The screenshot shows the 'Create an Account' page on the Cal State Apply website. At the top, it says '— CAL STATE — APPLY'. Below that is the heading 'Create an Account'. A paragraph of text states: 'The information below will be provided to the admissions offices at the programs to which you apply. Please provide complete and accurate information. Within the application, you will be able to specify additional addresses and alternate name details.' To the right of this text is a small asterisk with the note '* Indicates required field'. The form section is titled 'Your Name' and contains several input fields: 'Title' (with 'I' entered), 'First or Given Name' (marked with a red asterisk), 'Middle Name', 'Last or Family Name' (marked with a red asterisk), 'Suffix (Jr., Sr., III, etc.)', and 'Display Name'. Two blue arrows originate from the text box containing 'FNU' and 'LNU'. One arrow points from 'FNU' to the 'First or Given Name' field, and the other points from 'LNU' to the 'Last or Family Name' field.

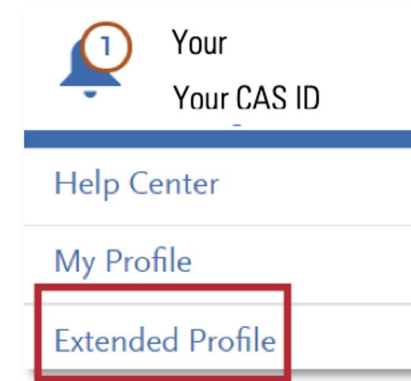
Cal State Apply Tips

CAL STATE **APPLY**

- Be sure to select F-1 visa status if you plan to request a student visa-
if you fail to do this, we will not know that you need an I-20

Completing your Extended Profile

Be sure to answer questions on the Extended Profile correctly. The application is dynamic, meaning that answers you provide on the Extended Profile determine what question blocks (tiles) appear for the remainder of the application and what programs (majors) are available for you to choose. Come back to your questions on the Extended Profile any time if you need to make corrections by clicking your name on the top right-hand corner.



Residency – F1 and J1 Visa

If you have or will require an F1 Visa (student) or J1 Visa (exchange) to study at the CSU, select Yes

4. Residency

★ Do you have or will you require an F1 Visa (student) or J1 Visa (exchange) to study at the California State University (CSU)?

☒ Yes

☐ No

EXAMPLE

Cal State Apply Tips

CAL STATE **APPLY**

Some CSUEB graduate departments collect supplemental documents via the 4th quadrant (Program Materials section) of Cal State Apply:

Programs collecting Statement of Purpose (SOP) documents only:

- MBA with concentrations
- MS Mathematics
- MS Kinesiology
- Pre-professional Health Academic Program (PHAP)

Programs collecting more extensive documents:

- **One-year Accelerated MBA (does not accept Spring application):** CV and SOP
- **MS Environmental Geosciences:** SOPs and letters of recommendation (LORs)
- **MA Interaction Design and Interactive Art (no Spring application):** SOPs, LORs, and portfolio
- **MA Music (no Spring application):** SOP, LORs, resume/CV, and links to music recordings
- **MS Social Work:** CV, SOPs and LORs
- **MS Statistics:** LORs, unofficial transcripts, questions, SOP
- **MS Speech Language Pathology:** SOP, LORs, resume/CV, unofficial transcripts, answers to questions

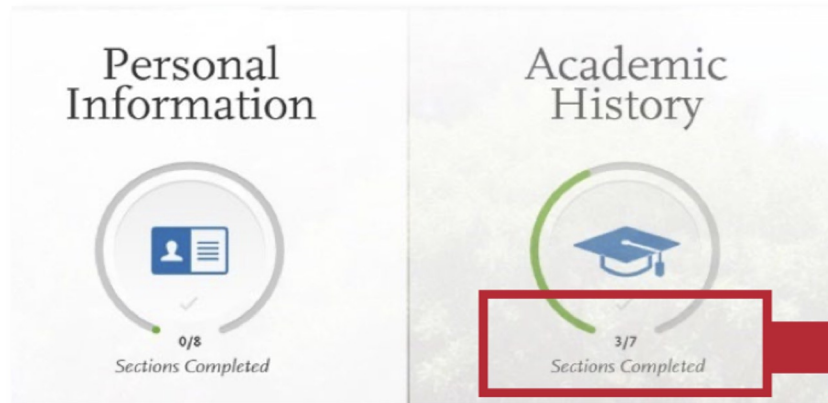
NOTE: If letters of recommendation are required by the department, your application may not be forwarded to CSUEB until all required recommendations have been completed and submitted to Cal State Apply.

Cal State Apply Tips

CAL STATE **APPLY**

The four parts (quadrants) of your application

Click the My Application tab to complete the rest of your application. You must complete all sections for a quadrant to show as complete. All quadrants must be complete to submit your application.



This shows your progress towards completing all the required information for this quadrant.



***Don't skip the Program Materials section.** Even if it appears complete, be sure to click and read the Program Materials quadrant as there is usually important information about the program(s) you are applying to in this section.

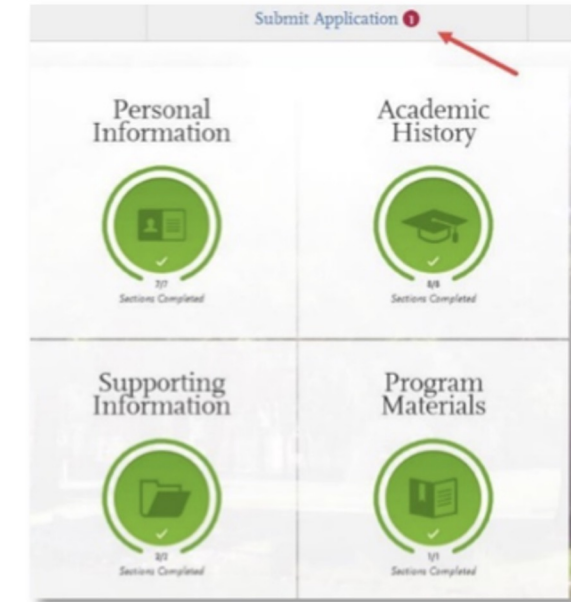
Submitting your application

CAL STATE **APPLY**

You are ready to submit when the four quadrants show complete (green) and when the status on the program (in the Submit Application tab) has also turned green.

Review the Summary Page carefully before submitting

Note any warning symbols and red text that may require you to update or fix something in your application before submitting.



Attention needed

EXAMPLE

Need any changes? [Go to Test Scores](#)

The following test scores are self-reported. Please remember to send your official test scores to Cal State Apply to be fully considered.

Warning: You have reported a test date that is in the future. Please remember to return to Test Scores and self-report your scores once received. Also remember to send your official scores to Cal State Apply.

Warning: You have not included your ID. Please go to test scores and include this information.

ACT	Test Taken	ACT Student ID	English	Math	Reading	Science	Writing	Composit
	05/30/2020							

TOEFL	Test Taken	Type	Test Reg ID	Listening	Reading	Speaking	Writing	S & W	Total
	05/03/2020	Internet-based		25	25	23	25		100

Explains where to make updates to your information, if needed

When Your Online Application is Complete

- In general, the Cal State Apply application is complete when:

Your application fee payment was submitted and marked as “complete.”

You submitted your application and received an email confirming it was successfully submitted. *Make note of the CAS ID number from this email as it may be needed if you have questions about receipt of your application.*

- Once the Cal State Apply application has been submitted, the information on the application cannot be added to or edited by logging back into Cal State Apply, except adding new test scores into standardized tests
- If you have updated information or want to correct a mistake on your application after the Cal State Apply application has been submitted, please contact the International Admissions Office for assistance.

After Your Online Application is Complete

- Once the online application is complete, applicants are responsible for monitoring the status of the application and submitting required documentation to the campus.
- **CSUEB's International Admissions Office will correspond with you directly via email regarding submission of required documents for international admission. Your application cannot be evaluated until these documents are received.**
- **Academic Departments may also require additional documents.** Check the website of the program you are applying to for their requirements. Failure to submit all required materials may jeopardize your eligibility for admission consideration.



Sample NetID email

- After you submit your online application through Cal State Apply you will receive an email in your personal inbox (the email you used when applying on Cal State Apply) containing your school ID called a **NetID** and instructions for activating your NetID and setting your personal password
- Please refer to this number when contacting us about your application.
- If you do not receive this email, please check your spam folder.
- You will use your NetID to access online services including MyCSUEB, which can be used to monitor your application status, and your Cal State East Bay Horizon email.
- Please keep your NetID and password in a safe place. For assistance or questions about NetID or resetting passwords, please visit the NetID page online or contact servicedesk@csueastbay.edu.

September 28, 2023

Student name
Address line 1
City, State, Country, Zip code

Thank you for applying to California State University, East Bay!

Every applicant is given a personal CSUEB identification number called a NetID.

Your NetID is: ab1234

To activate your NetID visit www.csueastbay.edu/netid. This site is where you will set your password and security questions. After activating your NetID, you will have access to many campus systems including:

MyCSUEB - <http://my.csueastbay.edu>

Check MyCSUEB to see your admission status, personal To Do List of items to submit/complete, and to update your personal information if needed.

Horizon email - <http://horizon.csueastbay.edu>

Check your CSUEB Horizon email account frequently since it is where many campus offices will send you official university correspondence. Horizon email can be forwarded to a personal email account.

If you have questions, contact us at (510) 885-7571 or iao@csueastbay.edu.

Sincerely,

International Admission Office
California State University, East Bay

AAB[7408203]UGRD[UGD]AIN
EMPLID[202061969]ACK[ACK]2245[

Sample email from IAO confirming receipt of your application (with link to submit documents)

- Check the email entered on your Cal State Apply application for a message from iao@csueastbay.edu with the subject heading “[your name], thank you for submitting your Spring 2026 application to Cal State East Bay!”
- If you don’t see it in your inbox, check your spam folder.
- If, within a week of submitting your Cal State Apply application, you do not receive an email that looks like the example to the right, please email iao@csueastbay.edu for assistance.
- Look for this link in Step 2 to upload documents:

Submit Your Documents Here



Dear Student name,

Thank you for submitting your application to Cal State East Bay!

To continue the admissions process, please complete the following next steps:



1) Activate your Net ID Every applicant is given a personal CSUEB identification number called a NetID. This allows access to the student self-service system [MyCSUEB student portal](#) and to upload unofficial documents for application processing. If you experience any technical issues, please contact servicedesk@csueastbay.edu.

Activate your NetID



2) Submit your transcripts and proof of English proficiency to the International Admissions Office by the [document deadline](#). **Documents from all institutions attended are required.

Official Transcripts are required from colleges or universities in the United States. See our website for [How to Submit Official Transcripts](#). *If you are a current (or former) Cal State East Bay student, the Cal State East Bay transcript does not need to be submitted to the International Admissions Office.*

Unofficial Transcripts from colleges or universities outside the U.S. are accepted at this stage for evaluation purposes in the following digital formats (pdf, jpg or png).

Application Document Submission Process

- Note: the document upload link is unique to each applicant
- Enter name and NetID (if NetID doesn't match, the record it will be rejected)
- Enter term applied for
- If you are working with a study abroad agency, click yes to provide consent for us to share your application status with the agency (see next slide)

Once these are completed, additional dropdown information will appear for each applicant type tailored to the applicant.

***The form can only be submitted ONCE.**

Future Student Information

First/Given Name *

Last/Family Name *

NetID *

**Must enter correct NetID in order to submit document, letters must be in lowercase, it is case sensitive.

Term Applied: *

☐ Summer

☐ Spring

☐ Fall

International Agent/Consultant: Are you currently working with an educational representative or agency? * ☐ Yes ☐ No

Have you submitted documents to Cal State East Bay in the past? * ☐ Yes ☐ No

Agent Consent Form Submission Process

- From is dynamic. If select “Yes” to agent/consultant field. Additional questions pop up.
- If student is 18 years or older they will be able to click on link to submit electronic consent form.

- Click link to open form

International Agent/Consultant: Are you currently working with an educational representative or agency? * ☒ Yes ☐ No

Are you 18 years or older? * ☒ Yes ☐ No

STUDENT CONSENT FOR RELEASE OF INFORMATION

Please click [here](#) to fill out the Student Consent for Release of Information form then return to this form when complete.

Future Student Information

First/Given Name *

Last/Family Name *

NetID *

**Must enter correct NetID in order to submit document, letters must be in lowercase, it is case sensitive.

Term Applied: *

- ☐ Summer
☐ Spring
☐ Fall

International Agent/Consultant: Are you currently working with an educational representative or agency? * ☒ Yes ☐ No

Have you submitted documents to Cal State East Bay in the past? * ☐ Yes ☐ No

Please Note: This form can only be submitted once.

Agent Consent Form Submission

- Electronic Consent For Release of Information Form opens in a new window.
- Form allows us to discuss the student's application/admission status with the agency. Once the Student Consent Form is received, CSUEB will count the student under the agent's banner.
- Be sure to enter the correct email address for your agency so that if there are any issues we can follow up with them on the application.
- Student electronically signs to affirm they have read and understood the information above (that they have the right not to consent and may revoke the consent at any time even after the consent form has been submitted).
- Be sure to click submit at the bottom of the page!
- After submission, a pop-up window will remind students to return to the previous form (consent form window can be closed and student should return to other window):

Please continue filling out the previous form.

CAL STATE EAST BAY

INTERNATIONAL PROGRAMS

STUDENT CONSENT FOR RELEASE OF INFORMATION

NetID *

***Must enter correct NetID in order to submit document, letters must be in lowercase, it is case sensitive.*

I understand that if I am admitted and enroll at California State University, East Bay (CSUEB) the federal *Family Educational Rights and Privacy Act of 1972 (FERPA)* protects the privacy of my education records. As a prospective student, I also may have rights under the laws of the United States, the State of California and/or my country of residence protecting the privacy of records I give to CSUEB and/or third parties in connection with my application to enroll as a CSUEB student.

By signing this form, I *

Full Name

hereby **waive** any rights described above and **give my consent to CSUEB and the other party named below to disclose my application and any other education records to each other for the purpose of discussing my application to, admission status and educational experience at CSUEB:**

Name of Agency:

* Agency Address:

Agency Phone Number: *

Agency Email Address: *

I understand that I have the right **not** to consent to the release of information in my student records and that I may revoke this consent at any time by giving written notice to CSUEB and AGENCY NAME, as named above. This consent remains valid unless and until I revoke it.

Print your full name in the box below to acknowledge that you have read and understand the information above.

Prospective Student Signature: *

Document Submission Process Continued

- After all fields at top of the form are complete and agent form submitted, return to original window/form to indicate if student submitted documents previously.
- If “yes” is clicked, they will get an opportunity to submit additional documents *e.g. updated TOEFL/IELTS)
- If “no” is clicked, additional dropdown information will appear for each applicant type to submit new documents. Forms are dynamic – after clicking on an academic level, options related to that selection will appear immediately below this field.

Future Student Information

First/Given Name *

Last/Family Name *

NetID * Must enter correct NetID in order to submit document, letters must be in lowercase, it is case sensitive.

Your NetID does not match our records. Please enter the correct NetID to continue with your submission.

Term Applied: * ☐ Summer ☐ Spring ☒ Fall

International Agent/Consultant: Are you currently working with an educational representative or agency? * ☒ Yes ☐ No

Are you 18 years or older? * ☒ Yes ☐ No

STUDENT CONSENT FOR RELEASE OF INFORMATION

Please click [here](#) to fill out the Student Consent for Release of Information form then return to this form when complete.

Have you submitted documents to Cal State East Bay in the past? * ☐ Yes ☒ No

Please select your academic level: * ☐ First Time Freshman ☐ Transfer ☐ Graduate ☐ Certificate/Credential

Please Note: This form can only be submitted once.

Submit

Application Document Submission for First Time Freshmen

- forms are dynamic- once you click on a button additional options related to that selection will appear below them
- SAT/ACT submission is optional
- Indian Students may submit CBSE results (or future test dates)
- form may only be submitted once; do not resend using the same link or email documents as well

First Time Freshman

English Proficiency

All applicants to Cal State East Bay must provide evidence of English proficiency which is determined by scores on either one of these two tests: TOEFL or IELTS. Please make sure that you send your official scores to Cal State East Bay. Under certain conditions, you may be eligible for a waiver. Please review the [Undergraduate English Proficiency Requirement](#).

Please select one of the following: *

- ☐ I am submitting a TOEFL/IELTS score report.
- ☐ I am requesting an English proficiency waiver.

First Time Freshman SAT/ACT scores (optional)

When naming your file please use the following:

Net ID.Test score name (e.g. ab1234.SAT)

No file chosen

Transcripts

I understand that if I am accepted to Cal State East Bay that my admissions will not be complete until Cal State East Bay receives my official academic documents directly from the schools that I attended. I also understand the meaning of official documents as described [here](#).

Print your full name in the box below to acknowledge that you have read and understand the information above.

Full Name *

You have two options to consider how we examine your documents. You can choose to have all official documents sent to us right away, which is highly recommended for those students with transcripts from the US. If getting your transcripts may take time, you can choose to submit your unofficial transcripts for consideration. If you are admitted to Cal State East Bay, you will not be permitted to enroll until ALL official transcripts are received. *The University reserves the right to determine what constitutes an official document.

Application Document Submission for Transfer Students

- students should submit transcripts from each college or university attended
- students sign to confirm they understand official transcripts will also be required if they are admitted

Transfer Student

English Proficiency

All applicants to Cal State East Bay must provide evidence of English proficiency which is determined by scores on either one of these two tests: TOEFL or IELTS. Please make sure that you send your official scores to Cal State East Bay. Under certain conditions, you may be eligible for a waiver. Please review the [Undergraduate English Proficiency Requirement](#).

Please select one of the following: *

- ☐ I am submitting a TOEFL/IELTS score report.
- ☐ I am requesting an English proficiency waiver.

Transcripts

I understand that if I am accepted to Cal State East Bay that my admissions will not be complete until Cal State East Bay receives my official academic documents directly from the schools that I attended. I also understand the meaning of official documents as described [here](#).

Print your full name in the box below to acknowledge that you have read and understand the information above.

Full Name *

You have two options to consider how we examine your documents. You can choose to have all official documents sent to us right away, which is highly recommended for those students with transcripts from the US. If getting your transcripts may take time, you can choose to submit your unofficial transcripts for consideration. If you are admitted to Cal State East Bay, you will not be permitted to enroll until ALL official transcripts are received. *The University reserves the right to determine what constitutes an official document.

- ☐ I will submit unofficial documents via document collection portal for admission purposes only.
- ☐ I will submit official documents directly to Cal State East Bay. I understand that my application will only be processed once all required official documents are received by the International Admissions Office.

Application Document Submission for Graduate and Credential Students

- students will get different instructions depending on where their documents are from (e.g. US, India, China, other)

Graduate

English Proficiency

All applicants to Cal State East Bay must provide evidence of English proficiency which is determined by scores on either one of these two tests: TOEFL or IELTS. Please make sure that you send your official scores to Cal State East Bay. Under certain conditions, you may be eligible for a waiver. Please review the [Graduate English Proficiency Requirement](#).

Please select one of the following: *

- ☐ I am submitting a TOEFL/IELTS score report.
- ☐ I am requesting an English proficiency waiver.

Transcripts

I understand that if I am accepted to Cal State East Bay that my admissions will not be complete until Cal State East Bay receives my official academic documents directly from the schools that I attended. I also understand the meaning of official documents as described [here](#).

Print your full name in the box below to acknowledge that you have read and understand the information above.

Full Name *

You have two options to consider how we examine your documents. You can choose to have all official documents sent to us right away, which is highly recommended for those students with transcripts from the US. If getting your transcripts may take time, you can choose to submit your unofficial transcripts for consideration. If you are admitted to Cal State East Bay, you will not be permitted to enroll until ALL official transcripts are received. *The University reserves the right to determine what constitutes an official document.

- ☐ I will submit unofficial documents via document collection portal for admission purposes only.
- ☐ I will submit official documents directly to Cal State East Bay. I understand that my application will only be processed once all required official documents are received by the International Admissions Office.

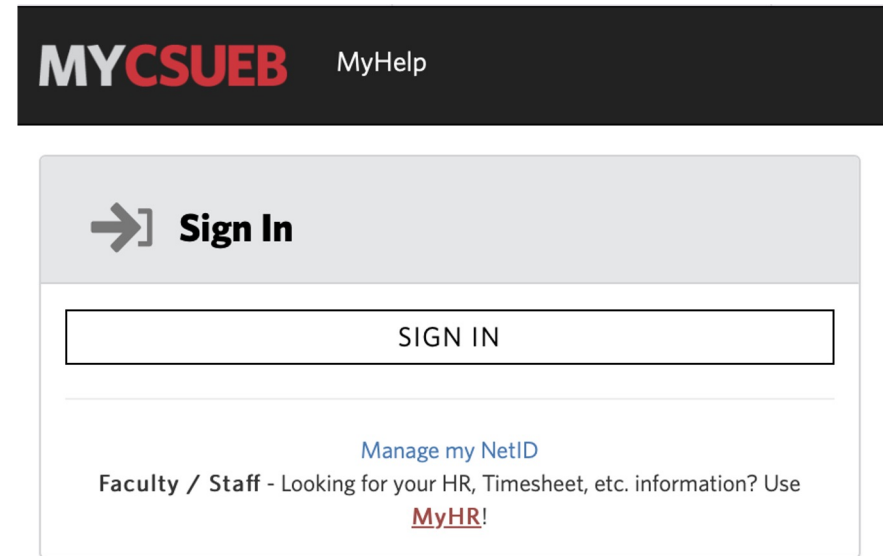
Please Note: This form can only be submitted once.

Check your Application Status via MyCSUEB

- Please allow for standard processing times of 2-3 weeks after submission of documents for IAO to update the student's To Do List.
- After you have activated your NetID, you can Login to **MyCSUEB** to check your "Application Status" (under the application tab and underneath the heading Admission) and "Personal To Do List." See [How to Monitor Your Application](#) for more details
- Cal State East Bay protects access to sensitive information by using Multi-Factor Authentication, also known as "MFA" or "2FA". We use [Duo](#) Security to provide this additional layer of authentication, which prevents anyone but you from accessing your account, even if they know your password. You will need to set this up before you can access your MyCSUEB.

MyCSUEB Tips

- MyCSUEB is the same place we will check if you ask us what your status is-- *it's more efficient for you to check yourself than to ask us.*
- NOTE: MyCSUEB is unavailable during the following periods for scheduled maintenance: Every Wednesday night from 7-10 pm Pacific Time
- Firefox is the recommended browser for use with MyCSUEB



The screenshot shows the MyCSUEB interface. At the top, there is a dark header with the 'MYCSUEB' logo in white and red, and a 'MyHelp' link. Below the header is a light gray box containing a 'Sign In' button with a right arrow icon. Underneath the button is a white rectangular input field with the text 'SIGN IN' centered inside. Below the input field, there is a link that says 'Manage my NetID' in blue. At the bottom of the box, there is a line of text: 'Faculty / Staff - Looking for your HR, Timesheet, etc. information? Use [MyHR!](#)'.

- For assistance or questions about NetID or resetting passwords, please visit the [NetID page](#) online or contact servicedesk@csueastbay.edu.

Admission & I-20 Process

1 Admission Decision

Once an application is complete (all documents received):

- Undergrad apps take 1-2 weeks for a decision
- Grad applications can take 4-6 weeks or longer

2 Upload Financial Documents via Link sent by CSUEB SEVIS/ I-20 Team

- Complete online I-20 consent form
- Upload copy of passport and verification of finances (bank statements, scholarship letters, etc)
- Sponsors need to fill out an I-20 Sponsor Endorsement Letter of Consent (I-20 will be held up if sponsor doesn't submit)
- Note: maximum # of sponsors = 3
- Please allow 2-3 weeks for I-20 processing after all financial documents are received and approved

3 I-20 SENT

I-20s signed electronically and sent by email with the admission letter.

Sample email to admitted student with online I-20 consent form

- Automatically **sent to student's horizon email** when student is admitted
- Link is specific to student receiving it.
- When the documents is submitted, the student will receive an auto message saying "Thank You".
- To submit additional documents after initial upload, please email csueb.i20@csueastbay.edu
- Upon review by CSUEB SEVIS team, if there is an issue with documents or anything is outstanding, they will email the student.

Dear student,

Congratulations on your admission to California State University, East Bay.

Our records show that you are planning to attend CSU East Bay as an international student with F-1 non-immigrant status. In order for us to prepare the proper immigration documents, we will need you to respond to the following questionnaire:

[I - 20 Consent and Declaration of Finances](#)

Please review the F-1 International Student Handbook which is posted online at: <http://www.csueastbay.edu/cie/files/docs/pdfs/f-1-handbook.pdf>. It has a wealth of information covering immigration and arrival on campus, academics, on-campus services and activities, housing and transportation options, and much more. You will be getting a hard copy of this handbook during [orientation](#).

Please let us know if you have any questions.

CSUEB Team

Regards,

SEVIS Records Representative

Sample of Sponsor Information form

If student has indicated they wish to include a family member or someone else as a sponsor on their form, the person listed will receive an email with link to form at right.

Sponsor enters:

- student's name and relationship to sponsor
- the amount the sponsor will contribute
- email address of the sponsor
- electronic signature and acknowledgement

This form is to verify that I, as a sponsor, am willing and capable of financially supporting the below student during the time he/she will be studying at California State University, East Bay.

I will provide personal financial documentation below to show that I have sufficient funds to support the student applicant for the duration of their studies at California State University, East Bay. If there are any questions or concerns, I agree to be contacted by CSU East Bay at my email entered below.

Student Information

Student Applicant's Family Name *

Student Applicant's First Name

Sponsor's Relationship to Applicant

Sponsor's Financial Contribution *

\$ /year

Email Address *

Your Full Name *

Acknowledgement *

☐ I certify that all of the above applicant information is true, complete, and accurate.

Submit

Sample I-20 email

- When I-20 is complete, it is sent by email to the student's horizon email.
- The SEVIS number is also included in the email
- email contains link to [admitted student checklists](#), information to help students [prepare for the visa interview](#) and arrive on campus, as well as the complete International Student Handbook

Dear [Student],

Congratulations on your admission to California State University, East Bay!

We would like to inform you that your admission packet has been prepared electronically.

See attached I-20 and Admission Letter.

Your SEVIS number is: XXXXXXXXXXXX

As you are preparing for your F-1 visa and arrive, please refer to <https://www.csueastbay.edu/cie/f-1-students/forms-and-handouts/index.html> to view the following documents:

- Preparing for your F-1 Visa Interview
- Checklist for Admitted International Freshman Students
- Checklist for Admitted International Transfer Students
- I-20 Transfer to California State University, East Bay
- Checklist for Admitted International Graduate Students
- Arrival Information
- International Student Handbook for F-1 and J-1 students

The documents above have information covering immigration and arrival on campus, academics, on-campus services and activities, housing and transportation options, and much more. Please contact us if you have any questions.

We know that the I-20 is very important to you, so we would like to get this information to you right away. Attached, you will find your new I-20 for [term of entry], which has electronic signatures. We urge you to schedule your visa appointment at your earliest convenience. To find out more about the visa wait times in your country, please use this link: [US Visa Wait Times Worldwide](#) Currently, US immigration authorities have not released any specific guidance regarding the spring semester. The best source of information about travel to the US from your home country is the nearest US consulate in your home country.

The university has also created a special webpage for COVID-19 which is updated regularly- so be sure to check this link as well <https://www.csueastbay.edu/coronavirus-information/index.html>

Also, please review our Frequently Asked Questions (FAQ) page for further information.

<https://www.csueastbay.edu/cie/f-1-students/new-students/new-admitted-student-faq.html>

Scholarships Portal

www.csueastbay.edu/scholarships

- Portal Opens November and typically closes early March
- Search for scholarship opportunities by major, academic program, interests, and more! Portal also includes external scholarships.
- International students eligible for merit-based awards
- Most Scholarships range from \$300 to \$3000
- Many awards are designated for returning students
- Must complete Cal State Apply Application first
- Apply and submit essays via scholarship portal
- Awards are available on an academic year basis



Scholarships for Undergraduate International Students

• Global Excellence Scholarships

- For first time freshmen only who begin in Fall
- Waives all non-resident tuition (over \$14,000)
- Requires SAT/ACTs
- Requires minimum 3.3 grade point average
- Renewable up to 4 years total

• Global Honors Scholarships

- Non-renewable award for any undergrad
- Waives some non-resident tuition (\$2,800+)
- Requires minimum 3.3 grade point average
- Have 75 semester units or less at the time of application

**SCHOLARSHIPS
FOR UNDERGRADUATE
INTERNATIONAL STUDENTS**

2026

**csueastbay.edu/
scholarships**



GLOBAL EXCELLENCE

a limited number of full non-resident tuition waiver awards (valued at over \$14,000+ per year) for incoming Cal State East Bay first-year freshmen students who:

- Are in F-1 status or plan to get an F-1 visa
- Apply to and enroll at Cal State East Bay as a first-time freshman for Fall 2026
- Display exceptional scholastic ability and prior academic achievement (determined by high school record, standardized tests (SAT/ACT or AP), and essay)
- Demonstrate Financial Need
- Renewable for up to 4 years total; conditions apply

GLOBAL HONORS

a limited number of non-renewable awards of \$2,800+ for one year of study at Cal State East Bay for undergraduate students who:

- Are in F-1 status or plan to get an F-1 visa
- Apply to and/or enroll at Cal State East Bay as an undergraduate student for Fall 2026
- Have a minimum 3.3 grade point average
- Have completed fewer than 75 semester units at the time of application
- Demonstrate Financial Need

APPLICATION PROCESS AND TIMELINE

- Submit application and essay via Pioneer Scholarships Portal.
Students must have submitted a Cal State Apply application in order to access the scholarship portal and must submit unofficial transcripts and test scores by posted scholarship deadline.
- Portal expected to open November 2025.
- Scholarships are competitive. Meeting eligibility does not guarantee award.

**Pioneer
Scholarships**

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

**California State University, East Bay
International Admissions Office**

25800 Carlos Bee Blvd., SF-102
Hayward, CA 94542

Contact us: @ iao@csueastbay.edu

+1-510-885-5771

www.csueastbay.edu/iao

Submission of Official Documents

- **Official documents will be requested if an offer of admission is extended.** The University reserves the right to determine what constitutes an official document. *Note: If the name on your application differs from the name on your academic records, please contact the International Admissions Office.*
- **All academic records issued in a language other than English, must be accompanied by a certified English translation.**
- An "official" document is a document that has been issued by, authenticated by or attested to be a true copy of the original by the awarding university in a closed/sealed envelope.
- All records submitted become the property of the University.
- If you have attended school in China or India, please refer to the Admission Requirements tab for specific document requirements:
www.csueastbay.edu/iao/how-to-apply/document-submission-guidelines.html

Submission of Official Documents

Official documents can be submitted as follows:

- **By Mail:** Send to the International Admissions Office, Cal State East Bay, 25800 Carlos Bee Blvd., SF102, Hayward, CA 94542.
- **Electronic Transcripts/Mark Sheets and Degree Certificates:** Please email the documents to IAOoffdocuments@csueastbay.edu. The documents must be sent directly from the institution's registrar's office or office of examinations. The International Admissions Office reserves the right to verify the sender of these documents before accepting them as official.
- **In Person Drop Off:** Hand-delivered in a sealed envelope from the institution to Cal State East Bay's International Admissions Office located in the Student and Faculty Support building on the Hayward Campus in SF102.

Submission of Official Test Scores

Official test scores can be submitted as follows:

English Proficiency Test Scores:

TOEFL - Request your official scores to be submitted to school code 4011.

IELTS - Request your official scores to be sent to California State University East Bay International Admissions

See [English proficiency website](#) for other accepted tests and how to submit scores

SAT- Request your official scores to be submitted to school code 4011.

GRE- Request your official scores to be submitted to school code 4011.

GMAT- Submit to the code as provided by your academic department

Helpful Links

- ❖ [MyCSUEB and Duo](#)
- ❖ [Admission requirements](#)
- ❖ [Document Submission Guidelines](#)
- ❖ [I-20 Process and Timeline](#)
- ❖ [Admitted students checklist](#)
- ❖ [Video gallery](#)
- ❖ [Important Dates](#) includes enrollment periods and fee payment deadlines



Academic Calendar

CSUEB is on a semester calendar:

- **Spring semester classes start:** January 20, 2026
- **Spring break:** March 30-April 3, 2026
- **Spring exams:** May 11-16, 2026
- **Summer Session (optional):** late May-early Aug
- **Fall semester classes start:** mid August
- **Fall Recess/Thanksgiving break:** weeklong in late November
- **Fall exams:** mid December

Dates subject to change.

See online [catalog](#) for link to full Academic Calendar.



Thank you!

Follow-on questions?

Contact us for support anytime

International Admissions Office



iao@csueastbay.edu



+1 (510) 885-7571



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WeChat: qq503421502



WhatsApp Business Account: +1 (510) 200-8342

