Subject Line: Thank you for applying to SSU!

Image: Sonoma State University Logo

To: fld\_FIRST\_NAME fld\_LAST\_NAME

Student ID: fld\_EMPLID

Email: fld\_EMAIL\_ADDR

*Important information for School of Extended & International Education (SEIE) degree program applicants for DESCR. Please save this email for future reference.*

Dear fld\_FIRST\_NAME,

Thank you for submitting your application to Sonoma State University! You have taken an important step in your higher education journey by applying to SSU, and we are thrilled that you are considering becoming a Seawolf. This email serves as confirmation that we have received your DESCR application.

*As a reminder, you applied for a degree program that is administered by SEIE, which has its own application review and acceptance procedures. Course registration and fees will also differ from state-support programs at SSU.*

What happens next? You can track your application status and view required documents using the To-Do List feature of MySSU. To set up your MySSU, visit the [SSU Online Services Password Tool](https://ldaps.sonoma.edu/password/index.cgi). You can find instructions for accessing the MySSU To-Do List on the [Track Your Application Status](https://admissions.sonoma.edu/track-your-application-status) page. We encourage you to periodically check MySSU for information about your application status for the DESCR term.

Important next steps:

● Please provide transcripts. You may send transcripts yourself (provided they are still in their official sealed envelopes and have been printed within the last two years) or have them sent directly to Sonoma State University. Please follow the instructions for [Sending Transcripts to Sonoma State](https://admissions.sonoma.edu/sending-transcripts-sonoma-state).

○ Official transcripts from each college you have attended within your most recent 60 semester units, whether or not any work was completed.

○ Official transcript showing you have received a Bachelor's degree (even if it is not part of your most recent 60 units).

● If you have questions about the status of your SEIE application, you may contact the SEIE at ExtendedEd@sonoma.edu or (707) 664-2394 to be directed to the appropriate program coordinator for assistance.

● **It is your responsibility to check your** [**MySSU**](https://login.sonoma.edu/) **account for updates, requirements, and deadlines.** All documents must be submitted by the deadline indicated on your MySSU To Do List. You will be notified via email at the address provided on your Cal State Apply application as each document is received.

Our online resources are a great and informative way to learn about why Sonoma State is the right choice for you, all from the comfort of your own home. Please take advantage of these resources to learn about our university and how we can support your journey both in education and in achieving a fulfilling future.

● [Campus Tour](https://admissions.sonoma.edu/experience-ssu/campus-tours)

● [Explore SSU](http://admissions.sonoma.edu/explore)

If you have any questions or would like to learn more about Sonoma State outside of these resources, we encourage you to contact us at admissions@sonoma.edu.

Thank you again for submitting your application to Sonoma State University. We are excited to have you join Noma Nation and become a part of our Seawolf community!

Sincerely,

Natalie Kalogiannis

Director of Admissions

[Sonoma State University](https://www.sonoma.edu/)