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**Important information for undergraduate applicants for the Spring 2018 term:**

Thank you for submitting an application to Sonoma State University. Your application for the **Spring 2018** has been received.

**Important Notice to all Applicants:**

Due to enrollment constraints for the Spring 2018 semester, the admissions process for impacted majors will include department review and applicants will be ranked and accommodated according to space availability. Admissions priorities will be in the order that follows:

* First Priority: Associate Degree for Transfer (ADT) student applicants applying to an approved major
* Second Priority: Local service area students
* Third Priority: Out-of-area applicants
* Once an offer of admissions is made into a major, no subsequent major changes are guaranteed. Major changes are subject to department approval.
* If you applied to an impacted major, please refer to <https://admissions.sonoma.edu/how-apply/impacted-majors/transfer> for additional admissions criteria.

**\*\*Due to enrollment constraints, we advise students to apply to more than one CSU campus.\*\***

**Application Review Process:**

Please note that your file must be complete (see items below) in order for the processing of your application to begin.

*Failure to adhere to requirements below will void the processing of your application for Spring 2018.*

* One official transcript from **every college and /or university attended** must be received by the due date indicated in your To-Do List. For information about how to send transcripts and other documents, please refer to <https://admissions.sonoma.edu/sending-transcripts-sonoma-state>
* Please check MySSU at <https://login.sonoma.edu/idp/profile/cas/login?execution=e1s1> on a weekly basis. Any needed documents will be posted to your To-Do List and it is your responsibility to submit these documents.
* If you are a U.S. Veteran a copy of your DD214 is needed.
* If you have Advanced Placement (AP) and /or College Level Examination Program (CLEP) test(s), be sure to submit one official set of scores by January 10, 2018.

**Please Note: Only complete applications are reviewed for an admission determination.  If your file is deemed incomplete or if any documents are needed, we will post this request in your Sonoma State University To-Do List. Your MySSU account is now available. Checklist items will be added to your To-Do list as your application is reviewed. To set up your MySSU, go to the first time log-in page at** [**https://ldaps.sonoma.edu/password/index.cgi**](https://ldaps.sonoma.edu/password/index.cgi) **. It is your responsibility to regularly check your account for updates and deadlines.**

**International Students:**

If you are an international student, you will also need to provide the following information:

* All official secondary transcripts, leaving certificates, mark sheets or diplomas.
* All official transcripts or mark sheets for any colleges or universities attended.
* Sonoma State University accepts foreign transcripts that have been evaluated by a credential evaluation service accredited by the National Association of Credential Evaluation Services (NACES <http://www.naces.org/members.html>).
* Official TOEFL score report (undergraduate: minimum PBT score of 500, or minimum iBT score of 61; graduate: minimum Paper Based Exam (PBT) score of 550, or minimum Internet (iBT) score of 80). Please note some graduate programs require a higher TOEFL score. Please check with the program to which you are applying. TOEFL is not required from applicants who have studied full-time in English (excluding ESL) for three consecutive years. The official TOEFL score report cannot be older than two years.
* Official International English Language Testing System (IELTS) will be accepted in lieu of an official TOEFL score (minimum band score of 6.0 for undergraduate admission and a minimum band score of 7.0 for graduate admission). Our ETS school code is: 4723.
* Official bank certification for available funds in the total amount of at least $38,097 for first or second bachelor’s degree applicants. For graduate degree applicants provide official bank certification for available funds in the total amount of at least $36,387. This must be accompanied by a signed affidavit of support from all sponsors.
* Certified literal English translations of documents not originally issued in English.
* Copy of photo page of current passport.

Your file is not complete until all official documents listed above have been received. All documents need to be submitted by the due date on your checklist. You will be notified as each document is received in our office via your email provided on your application.

Your file will be reviewed by Kerbrina Boyd, International Admission Specialist in the Office of Admissions. You may contact her at [kerbrina.boyd@sonoma.edu](mailto:kerbrina.boyd@sonoma.edu)

Sincerely,   
Natalie Kalogiannis  
Director of Admissions  
Sonoma State University  
1801 E. Cotati Ave  
Rohnert Park, CA 94928

**DO NOT REPLY TO THIS E-MAIL.**