

Dear {{First Name}},

After applying to the CSU, transfer applicants are required to update their academic information to ensure we have your most recent grades and courses.

You must provide your final grades from the previous term and list all courses in progress or planned for the upcoming term before you expect to enroll. Your updates will ensure CSU campuses have the most current academic information.

Please take this opportunity to ensure you have provided the most accurate information on your transfer application.

Please complete the following steps prior to January 31, 2018.

1. [Login](#) to Cal State Apply and select the Check Status page.
2. Download a PDF copy of your applications to review your academic information and transferable GPA.
3. Review and update your colleges attended, if needed
4. Review your Transcript Entry for each college you have attended
 - Ensure ALL Courses have been entered
 - Review and update the Transferable Flag, if needed
 - Update ALL grades for fall 2017 coursework
 - Ensure all spring 2018 courses are entered
 - Ensure repeated courses have a grade of RP and Academic Renewal courses have a grade of AR
5. Update your General Education information, if needed
6. Once you have made all of your changes select the "Update Application" button on the Application Dashboard

For further details on ensuring your college coursework is accurate please refer to the [Cal State Apply Transfer Credit Entry Guide](#).

You must complete this process prior to January 31, 2018.

Thank you,

Cal State Apply Team