

CSU/UC Transfer Application FAQs & Answers *Fall 2024 Cycle*

Q: Where do I go to apply?

A: Google either “Cal State Apply” or “UC application” and select the first webpage. Or see links below.

For CSUs: <https://calstate.liaisoncas.com/applicant-ux/#/login>

For UCs: <https://admission.universityofcalifornia.edu/apply-now.html>

Q: What email should I use to create my account? Does it have to be my Hartnell email?

A: No, it does not have to be your Hartnell email address. Use whatever email address that you check on a consistent and regular basis.

Q: When must students have coursework completed to meet Fall 2025 admission eligibility?

A: The upper-division transfer requirements for admission must be completed no later than spring 2025 for fall 2025. Generally, summer 2025 courses cannot be used to meet minimum admission eligibility for fall 2025. For specific university policies, consult with the respective university representative.

Q. How and when do I order official transcripts?

A: Visit [National Student Clearinghouse](#) to order your official transcripts. For the first request from universities, you will process the transcripts “As Is.” After you finish your classes at Hartnell, you will order the official transcripts one more time and choose “After Degree is awarded” if you are receiving one. Do this only after each university requests this through either email or the university portal.

Q: How do I fill out my “Extended Profile? (CSU only)

A: You will select “First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)”; Once you do, it will provide three options and since you are a hartnell student, you will select either 2 or 3. (See screenshot below for visuals):

1. Graduating High School Senior or equivalent (with or without college coursework prior to High School graduation)
2. Transferring from a California Community College and earned or planning to earn an Associate Degree for Transfer (AA-T/ AS-T)
3. Transferring from a community college or four-year institution (Includes those transferring from a California Community College with or without an associate degree (AA/AS), not part of the Associate Degree for Transfer program AA-T/AS-T)

*Last Edits made 10/16/25

★ CCC= California Community College

★ ADT= Associate Degree for Transfer, specifically: AS-T or AA-T, which are different from Hartnell College's local AA and AS degrees.

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1. Degree Goal

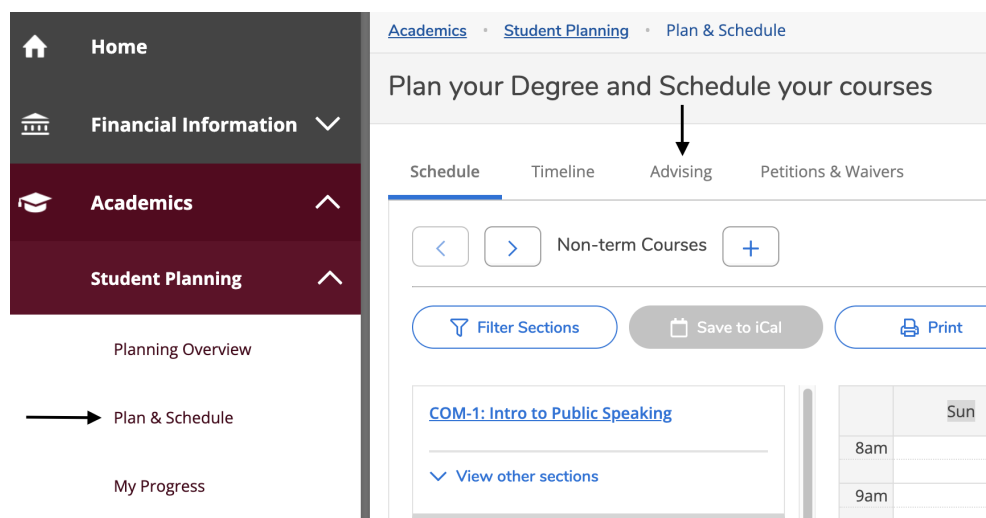
★ What degree, credential, program or certificate are you applying for?

- ☒ First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)
- ☐ Second Bachelor's Degree and Beyond (e.g. Master's, Teaching Credential, Certificate, Doctoral)
- ☐ CSU Summer Arts

★ Which of the following best describes your current educational status?

- ☐ Graduating High School Senior or equivalent (with or without college coursework prior to High School graduation)
- ☐ Transferring from a California Community College and earned or planning to earn an Associate Degree for Transfer (AA-T/ AS-T)
- ☐ Transferring from a community college or four-year institution (Includes those transferring from a California Community College with or without an associate degree (AA/AS), not part of the Associate Degree for Transfer program AA-T/AS-T)

- It is **VERY** important that you select the correct option. The application is built based on how you answer this question. To verify which you should select there are two options as a Hartnell Student:
 1. If you have petitioned for graduation, check the document that the counselor filled out and sent you. If the proposed degree starts with AST or AAT, then choose option 2. If it says AS or AA, choose option 3.
 2. If you have not petitioned to graduate, log into your PAWS self service. Click on the graduation hat (academics) → Plan & Schedule → Advising. There should be notes from counselors there that state what degree pathway you are on. (See screenshot for further clarification).



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Q: What units at Hartnell College count as freshman versus sophomore? Do I have junior and senior units if I've been at Hartnell more than two years?

A: As a CCC* transfer you only have **freshman** (≤ 30 units) and **sophomore** (> 30 units) courses to enter in the academic history section. Hartnell College units are a combination of freshman and sophomore level units, so we recommend you report the first approximately 30 transferable units as “freshman” level, and the second 30+ units as “sophomore” level. If you list all units as freshman, or all units as sophomore, you're still entering them correctly. The only wrong way to enter units is to enter the units as “junior and/or senior” level, because again, community college units are only freshman and sophomore level.

Q: What is the ADT Verification Process?

A: Hartnell College participates in E-Verify, which is electronic verification of your ADT award. Our admissions and records evaluators will automatically verify your ADT online as long as you submit a graduation petition for your ADT by the established graduation petition deadlines. No additional work is required on your behalf. Some CSUs will email you asking you to ensure that ADT verification is complete by October 15 (for spring admission) or March 15 (for fall admission), but once again, **you do not need to do anything else if you've already submitted your graduation petition.**

Q: Do I need to enter Ws, Ds and Fs in the Transcript Entry/Academic History section of the application even if I repeated these?

A: **Yes**, for Transcript Entry/Academic History you must **enter all courses**, including Ds, Fs, Ws, repeated, and non-transferable courses as they appear on your transcripts. CSUs request that courses you have failed, but **repeated** for a passing grade, **be entered as “RP”** for the grade earned the first time (instead of the D or F grade) and enter your passing grade earned the second time. Please note that if you are currently repeating the class (the grade is in progress), you must then enter the first failed grade (D or F) you have previously earned. The “RP” grade is entered when the class has already been repeated and the new grade is already on your transcript.

UCs expect you to enter the failed grade (D or F) in the Academic History section, and you can provide detailed information or explanations about repeated courses in the “the additional comments box” at the end of the section (but are not required to do so...UC system automatically catches the repeated courses entered and calculates GPA with the most recent grade entered without the need for the students to replace Ds or Fs with a different annotation).

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Q: How do I answer the CA residency information question?

A: Enter the date your stay began in CA (AB540/Dreamer: approximate date is OK); if you were born in CA, this would be the same as your DOB.

Q: What do I check under Personal Information? What if I don't have a SSN?

A: Double check your SSN entry is correct and select appropriate citizenship status
AB540/Dreamer: leave the SSN blank (even if you have a temporary one) & select "none" in citizenship status

Q: Do I have to report high school information in the transfer application?

A: Yes, you must indicate a graduation **date** for High School, or date of completion for GED (required for financial aid eligibility). You will need to provide information on dates of attendance, but not information regarding specific courses completed in high school.

Q: Do I have to enter classes I'm planning to take?

A: Yes, **you must enter courses in progress and courses planned** for the following semester (if applicable).

Q: Do I need to report my AP Scores?

A: No, you do not need to. For example, if you received a score that is below a 3, then you can opt out of reporting the score.

Q: Can I upload my transcripts rather than manually entering them?

A: No, unfortunately you need to go line by line and enter all the college/university coursework you have taken.

Q: Do I need to put my parents' tax information?

A: If you were born after the year 2001, you will need to enter your parents tax information into the application.

Other Notes:

- If your application page does not allow you to "save" double check that you are answering all questions on the page you are on.
- After you submit your application for transfer admission, make sure you **check your email regularly**. Each university will email you instructions on how to access their student portal, which you should check for a "to-do" list. Be sure to check your spam mail, since important emails may land here by mistake. Remember to submit your FAFSA or Dream Act (for AB540) before the March 2nd deadline every year.

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