TRANSFER SUPPLEMENTAL APPLICATION GUIDE

The Transfer Supplemental Application is specific to Cal Poly. This application should be done in addition to updating your coursework on the Cal State Apply application. If you do not list the college courses you have completed, have in progress, have planned, or the required CSU General Education courses on these pages, then you will not be competitive in the Cal Poly admission process.

Fall 2018 applicants cannot use Summer 2018 courses for admission consideration and should not list their Summer 2018 courses on the Transfer Supplemental screens. Fall 2018 applicants must have all courses they list on the Transfer Supplemental screens completed by the end of Spring 2018 to be eligible for admission to Cal Poly. DO NOT enter the same course more than once on the Transfer Supplemental Application. For courses you have in progress for Spring 2018 select “In Progress/Planned.”

Enter each course of college coursework under the appropriate subject area up to five terms per subject line. For example, if you took “Public Speaking” and “Speech,” you would add separate courses for each under “Speech/Public Address/Oral Communication.” If you will have taken two semesters of “Calculus” and one semester of “Differential Equations,” you would enter three courses under “Analytical Geometry/Calculus/Differential Equations/Engineering Calculus.” For most subject areas, you will probably only enter one or two courses. If you do not have a course that meets the subject area you can leave that section blank.

Use Assist.org to identify the articulation (course equivalencies) between Cal Poly and California Community Colleges for these courses. Out-of-state and four-year transfer students may have to compare their catalog course descriptions with Cal Poly’s catalog to identify the equivalent course content for these courses. Cal Poly is unable to evaluate transcripts prior to selection.

COURSE PREFIX

Enter the course prefix and number for the course listed. For example, if reporting a grade for Introduction to Literary Studies enter in ENGL 202.
GRADE EARNED

If you have taken the AP test for any subject and have received a score of three (3) or higher, you may enter three semester units of credit in the appropriate subject area by selecting “Credit/ AP (3+)/IB (5+)” for your grade. If you have taken the HIGHER LEVEL IB exam for any subject and have received a score of five (5) or better, you may enter three semester units of credit in the appropriate subject area by selecting “Credit/ AP (3+)/IB (5+)” for your grade. Please visit the Cal Poly Office of the Registrar website to view the AP and IB matrices.

You will not receive grade credit for “Credit/ AP (3+)/IB (5+)”, “Pass,” and “In Progress/Planned” courses, but you will get course credit. To receive transfer credit for any Advanced Placement Examinations, Cal Poly must receive an official test result from the College Board. To receive transfer credit for any International Baccalaureate exam, Cal Poly must receive an official exam result from the International Baccalaureate Organization.

If you earned a No Credit (“NC”) or Incomplete (“Inc”), do not report the course on the Transfer Supplemental Application.

If you have repeated a course because you received a grade of “D” or “F” and you have received a higher grade and your current transcript no longer reflects the lower grade in your GPA, you do not need to report the course with the lower grade on your application. However, if you are currently repeating a course you must list the original grade on your application as it appears on your transcript at the time of application, AND you must list the course to be repeated as in progress. If you took a course and received a grade of “D” or “F” and you are taking a DIFFERENT course to fulfill the course requirement, you must list BOTH courses on the application.

UNIT VALUES

If the course was worth X.5 units (e.g.: 3.5 units), then round the unit value up and enter it as the next highest integer (e.g.: 4 units). If the course was worth X.4 units (e.g.: 3.4 units), then round the unit value down and enter it as the next lowest integer (e.g.: 3 units).

TERM TYPE

For quarter or semester units, enter the unit value of the course and whether it was taken on the quarter or semester system. We will convert all units to the semester system for admission selection purposes.