

# Next Steps

FRESHMEN

You have an important role in the successful completion of the admission process. To make sure you receive a timely admission decision:

- Carefully review all the information provided here as well as information we send you
- Complete all steps on *Your To-Do Checklist* by the deadlines indicated
- Regularly check your email for important deadlines and requests for additional information
- Meet all required deadlines

If you have questions or need additional information, our staff is available to assist you.

## Keep Informed

**Email is the official form of communication** for Cal Poly Pomona applicants and students. You are responsible for regularly checking either the email address you provided to us on your admission application or the one assigned to you by Cal Poly Pomona. If you cannot access your email account at home, school, library or place of employment, please contact the Office of Admissions and Outreach.

## Check and Maintain your Admission Status

It is your responsibility to monitor the progress of your application and documents through the admissions process. The easiest way to do so is to **consult BroncoDirect** at [brcondirect.csupomona.edu](http://brcondirect.csupomona.edu). To access BroncoDirect, you will use the same BroncoName and password you have to access your Cal Poly Pomona email account. Go ahead and memorize your Bronco Name and password, as you will be using them throughout your academic career at Cal Poly Pomona.

## Your Admission Decision

You will be notified of your admission decision as soon as your application, required transcripts, test scores, the \$55 application fee or approved fee waiver form, and other **official documents have been received and reviewed**. If you have a GPA of 3.0 or higher, you may be considered for admission prior to receipt of transcripts. If you are admitted prior to the receipt of all final transcripts, you must satisfactorily complete all admission requirements, submit all required documents by the document deadlines and meet all testing deadlines to maintain your admission status and enroll at Cal Poly Pomona. (Your admission will be cancelled if requirements and deadlines are not met.) Additional admission information is available at: [dsa.csupomona.edu/admissions/ftf\\_impaction.asp](http://dsa.csupomona.edu/admissions/ftf_impaction.asp).

## Freshmen To-Do Checklist

*Check off each step as you go so you don't miss a deadline!*

### November 2007

- **Claim your Cal Poly Pomona account.** Claiming your Cal Poly Pomona account gives you special online privileges and the most current and timely information about your admission status.

### December 2007

- **Take your tests.** Take your ACT or SAT I tests (if you have not already done so) and request that your test scores be sent directly to Cal Poly Pomona. All freshman applicants are required to take the SAT I or ACT **no later than December 2007**.

### January 2008

- **Send in your test scores.** If you have not requested that your test scores be sent directly to Cal Poly Pomona, send official SAT I or ACT scores directly to the Office of Admissions and Outreach **no later than January 31, 2008**.

- **Sign up for the high school courses you need.** You must successfully complete all applicable admission requirements to enroll for fall 2008. All CSU subject matter requirements (the 15 unit A-G approved course taking pattern) must be completed, in progress, or planned to be completed with a "C" or better prior to high school graduation, and may not be completed during the summer term immediately preceding fall enrollment.

For review of these requirements, please visit:

[dsa.csupomona.edu/admissions/admrqrmnts\\_ftf.asp](http://dsa.csupomona.edu/admissions/admrqrmnts_ftf.asp)

To determine if courses meet requirements, please visit:

[pathways.ucop.edu/doorways/list/](http://pathways.ucop.edu/doorways/list/)

### February 2008

- **Register for placement tests.** Register for the February 23rd English Placement Test and/or the Entry Level Mathematics Test **by February 8**, unless you are exempt.

To see if you are exempt, visit

[dsa.csupomona.edu/admissions/undergrad\\_testing.asp](http://dsa.csupomona.edu/admissions/undergrad_testing.asp)

To register for tests, please visit:

[www.csupomona.edu/academic/testcenter](http://www.csupomona.edu/academic/testcenter)

- **Mail official transcripts.** If requested by Cal Poly Pomona, ensure that your high school mails your official 7th semester transcripts (including the first term of your senior year in high school) directly to the Office of Admissions and Outreach, **no later than February 29, 2008**.

## Key Contacts

*All phone numbers are in area code (909)*

**Admissions and Outreach:** 869-5299

[dsa.csupomona.edu/admissions](http://dsa.csupomona.edu/admissions)

**Visitor Center (Campus Tours):** 869-3529

[dsa.csupomona.edu/visitors](http://dsa.csupomona.edu/visitors)

**Kellogg Honors College:** 869-3355

[www.csupomona.edu/~honorsprogram](http://www.csupomona.edu/~honorsprogram)

**Disability Resource Center:** 869-3333

[dsa.csupomona.edu/drc](http://dsa.csupomona.edu/drc)

**Educational Opportunity Program:** 869-3362

[dsa.csupomona.edu/ssep/eop](http://dsa.csupomona.edu/ssep/eop)

**Financial Aid:** 869-3700

[dsa.csupomona.edu/financial\\_aid](http://dsa.csupomona.edu/financial_aid)

**Orientation:** 869-3604

[dsa.csupomona.edu/orientation](http://dsa.csupomona.edu/orientation)

**Test Center:** 869-3353

[www.csupomona.edu/academic/testcenter](http://www.csupomona.edu/academic/testcenter)

**University Housing Services:** 869-3307

[dsa.csupomona.edu/uhs](http://dsa.csupomona.edu/uhs)

**Cal Poly Pomona Departments:** 869-POLY

[www.csupomona.edu/directories.php](http://www.csupomona.edu/directories.php)

[www.csupomona.edu](http://www.csupomona.edu)

## Important Deadlines

### November 30, 2007:

Last day to apply for admission for fall 2008

### February 1, 2008:

Educational Opportunity Program Application

### February 15, 2008:

Cal Poly Pomona Scholarship Application

Honors Program Application

### March 2, 2008:

Priority for the FAFSA (Free Application for Federal Student Aid)

Cal Grant GPA Verification Form

### March 2008

- **Remember your placement tests.** If you have not already taken the EPT and/or ELM and you are not exempt, register for the March 15th test(s), **by February 29, 2008**.

- **The TOEFL test, if required.** The TOEFL is required, regardless of citizenship, if you have not attended schools at the secondary level or above for at least three years full time, where English is the principal language of instruction. A minimum of 525 (paper-based) or 195 (computer-based) is required. Test dates and information are available at [www.toefl.com](http://www.toefl.com). Send your official TOEFL score directly to the Office of Admissions and Outreach as early as possible, but **no later than July 15, 2008**.

### April 2008

- **Did you take your placement tests?** If you have not already taken the EPT and/or ELM and you are not exempt, register for the last available test **by April 18**. Tests must be taken no later than May 3, 2008 in order to enroll at Cal Poly Pomona for the fall 2008 quarter.

### May 2008

- **Student Intent to Register & Deposit.** Once you have been admitted, submit your Student Intent to Register (SIR) and Enrollment Confirmation Deposit (ECD) **by May 1** or deadline specified after May 1. Applicants that respond after the enrollment deposit deadline may be placed on an enrollment waiting list, deferred to a later term, or not permitted to register.

- **Register to attend orientation.** Once you have paid your ECD, registration for orientation is your next step. All entering freshmen are required to attend orientation during the summer to be eligible to register for fall courses.

### July 2008

- **Final high school transcripts.** You must submit your official final high school transcript, with graduation date, to the Office of Admissions and Outreach **no later than July 15, 2008**. ***This is also the final date for any and all documents and scores that may have been requested.***