Cal State L.A.'s AVIATION ADMINISTRATION PROGRAM
*(Prospective **TRANSFER STUDENT**)*

HOW TO APPLY USING CSU MENTOR

1. Go to www.csumentor.com
2. Next, click on the tab called **APPLY ONLINE**.
3. At the top of the Apply Online page, click on the first choice called **UNDERGRADUATE ADMISSIONS APPLICATIONS.**
4. Next click on one the box in the middle of the page if applying for **Fall 2014**.
5. Go to the very bottom of the Log Onto CSU Mentor page and look for the button called **CREATE AN ACCOUNT** (click on it)
6. Now fill in your information including your email addresses and create a User Name and Password (write down the User Name and Password and don't lose it)
7. Once you finish creating a User Name and Password, you can then log in which will put you in the UNDERGRADUATE ONLINE APPLICATION 2012 page.
8. The first box on the page will allow you to select the CSU campus you want to attend, so scroll down and pick **CSU Los Angeles**
9. After you select CSU Los Angeles, directly below you click on **START NEW APPLICATION**
10. This takes you to the black and gold application page. Print the page so you have the information to read on what to supply along with your admission (i.e. SAT scores, $55 application fee etc.).
11. Now scroll all the way to the bottom of this same page and click on **BEGIN APPLICATION FOR CSU LOS ANGELES**
12. You will now be on the Enrollment Information page. At the top where is says **Term Applying** for, **Fall 2014**.
13. Next at the Intended Major section, scroll down and select **ENGINEERING TECHNOLOGY - AVIATION ADMINISTRATION**.
14. The next pop down arrow asks **"What is Your Degree Objective?"** and you pick **BS**
15. Where is says Teacher or Other Credential Program, use the pop down arrow to select **NOT INTERESTED IN A CREDENTIAL PROGRAM**.
16. Drop down to the gold bar that says Entry Status and pick the entry status that fits the number of units you have completed (example: 60-89.5 semester units/90-134.4 quarter units).
17. Under the section Previous Application, the first question asks **"When did you Last Apply to CSU Los Angeles?"** select **NEVER APPLIED** if it is your first time. If you are a returning student you must pick the QUARTER and YEAR you last applied, and the
18. The next question is **"When did you last attend CSU Los Angeles?"** If this is your first application you will select **NEVER ATTENDED**, If you are a returning student, you must indicate the QUARTER and YEAR you last attended
19. If there are no red warnings at the top of the next page you should be o.k. Now you go to a page that asks for name and address information

This is about as far as we can go to help so you have to input the rest application.

FYI - remember to look to the Lower Left Corner of the webpage for the choices SAVE, LOG OFF and SUBMIT.

1. Be sure to SAVE your work.
2. Be sure to LOG OFF if you fill out part of the application and you can come back to it later when you log back on. Simply look for **Online applications you have started but not submitted:**
3. Last but not least, when you have completed the entire application, you must then hit the **SUBMIT** button which will send your application.