2019 MS SLP APPLICATION: STEP 3 INSTRUCTIONS

SUBMIT OFFICIAL TRANSCRIPTS (Required)

Request and submit one official transcript from **each regionally accredited academic institution attended**. Official transcripts are accepted through the following methods:

Electronic: Electronic delivery is the *preferred* transcript delivery method. Verify with your school if an electronic transcript is available. Electronic transcripts can be provided through external or third party vendors (Credential Solutions, eTranscriptCA, National Student Clearinghouse, Parchment, etc.). When ordering your transcript, please choose **California State University San Marcos** as the intended recipient from the school name drop-down menu. If California State University San Marcos is not listed, please use transcripts@csusm.edu as the recipient email address.

Mail*: If you select to mail your transcript, please ensure the transcript is in an envelope sealed by that school and addressed to:

Office of Admissions and Student Outreach
California State University San Marcos
333 S. Twin Oaks Valley Road
San Marcos, CA 92096
Attn: MS SLP

CSUSM Alumni: Students who just graduated from CSUSM do not need to submit official transcripts (unless they have taken additional coursework at other institutions and have not previously submitted those transcripts to CSUSM). ***Previous CSUSM students who have been out for over one year should resend all official transcripts from other institutions, as the originals may have been archived.***

***Please note all international transcripts and coursework must be submitted via postal mail.**

Revised/New Transcripts: Students submitting updated transcripts or transcripts from institutions not listed on the original application should also email el@csusm.edu to indicate the official transcript has been sent. Please include your full name, the school from which the transcript was sent and the program name of MS SLP. Proof of course enrollment that is NOT represented on your official transcripts should be emailed to el@csusm.edu in the same manner.
Grade/GPA evaluations will include coursework on official transcripts only.

Please note: We encourage applicants to submit the documents listed above in one packet; however, we understand this may not be possible.
Please review your Student Center at MyCSUSM to ensure we have received your documents in a timely manner.