

SAN DIEGO STATE UNIVERSITY CHECKLIST

- 1. CSU Application form. A \$55.00 filing fee must accompany your online application.
- 2. One official copy of transcripts from all colleges and universities you have attended. A transcript will be considered official only in its **officially sealed** envelope.
- 3. GRE and TOEFL Exam (if international student) scores are to be sent directly to **SDSU** from the Educational Testing Service. The correct institution number for San Diego State University is 4682. To register for the exam, visit the Educational Testing Service at <http://www.ets.org/>.

Items 1-3 are to be sent to:
Enrollment Services
Graduate Admissions Document Processing Unit
San Diego State University
San Diego, CA 92182-7416

- 4. **Two Letters of Recommendation** from professionals who can attest to your promise as a graduate student and professional educator. If you have not been in an academic environment for several years, you may wish to have an employer complete one of your recommendations. Your recommendations should accompany your application unopened.
 - Download the following recommendation forms to be completed by individuals familiar with your academic abilities. [Recommendation](#)
- 5. **Personal Statement** of no more than 750 words typed on a separate sheet of paper. This is your opportunity to describe your special characteristics or skills and to articulate how your goals are compatible with the program to which you are applying.

Items 4-5 are to be to:
Graduate Admissions Coordinator
Department of Economics
San Diego State University
San Diego, CA 92182-4485

NOTE: An incomplete packet will delay the admissions process.