

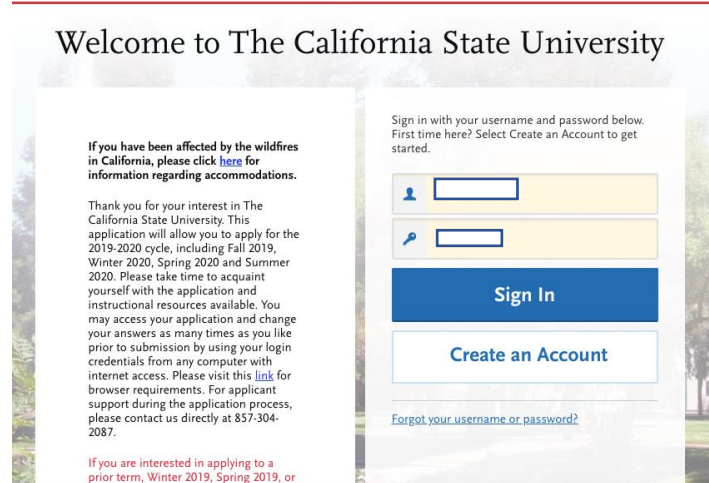
Master's in Public Administration CSU Apply Process

Step 1: Create Account & Sign In

<https://calstate.liasoncas.com/applicant-ux/#/login>

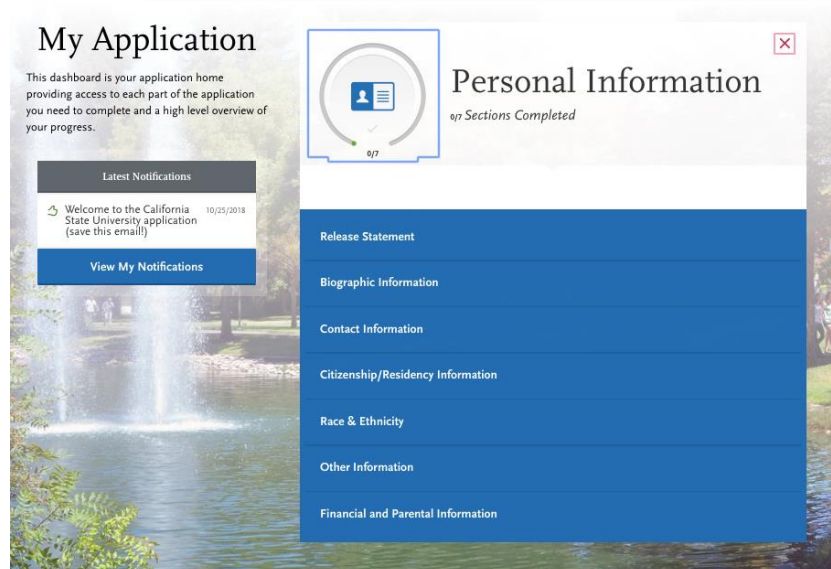
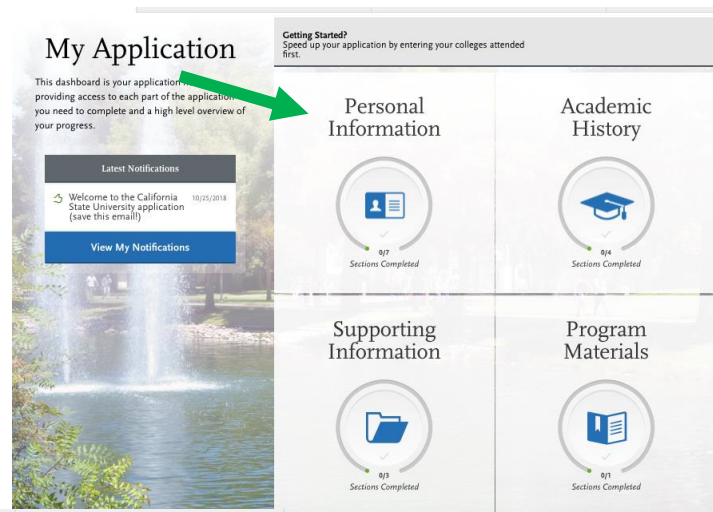
Refer to MPA website for application deadline

— CAL STATE —
APPLY

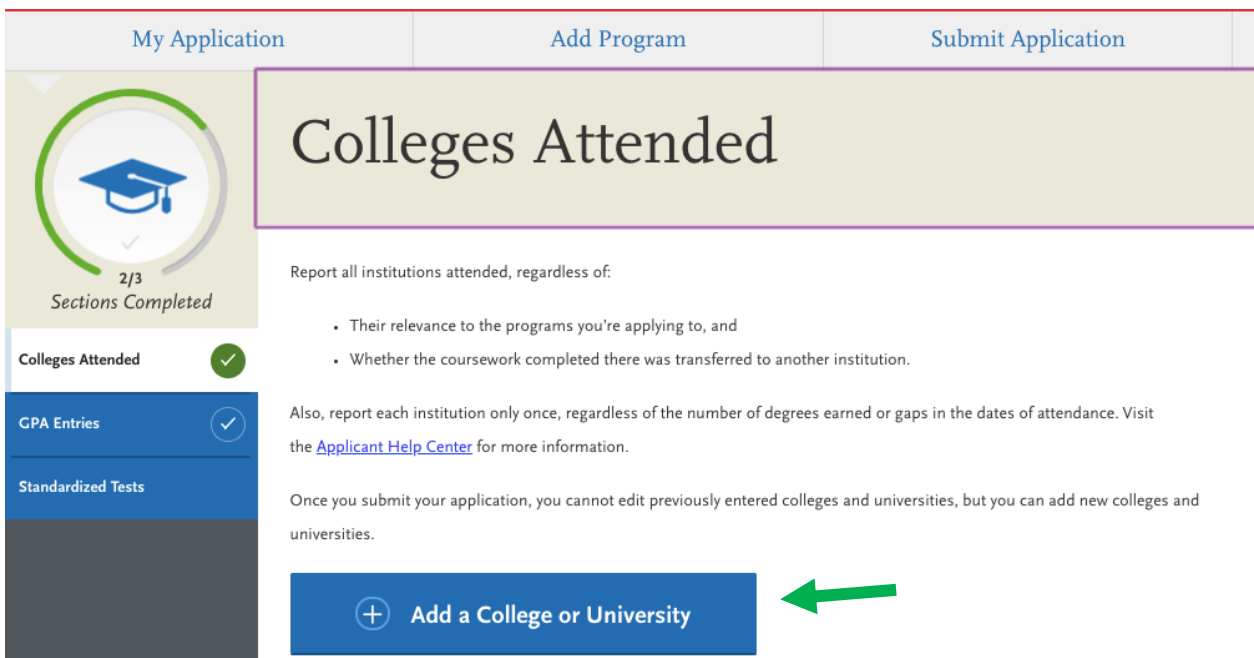
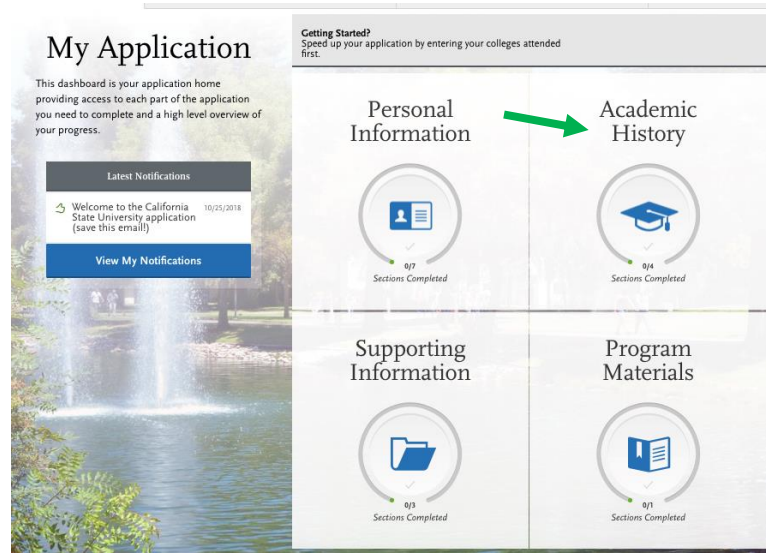


Step 2: Complete All Four Sections

- Personal Information:**
 - Fill out every section in the “Personal Information” tab
 - When you return to this page, the “Personal Information” circle will be colored in green, indicating completion

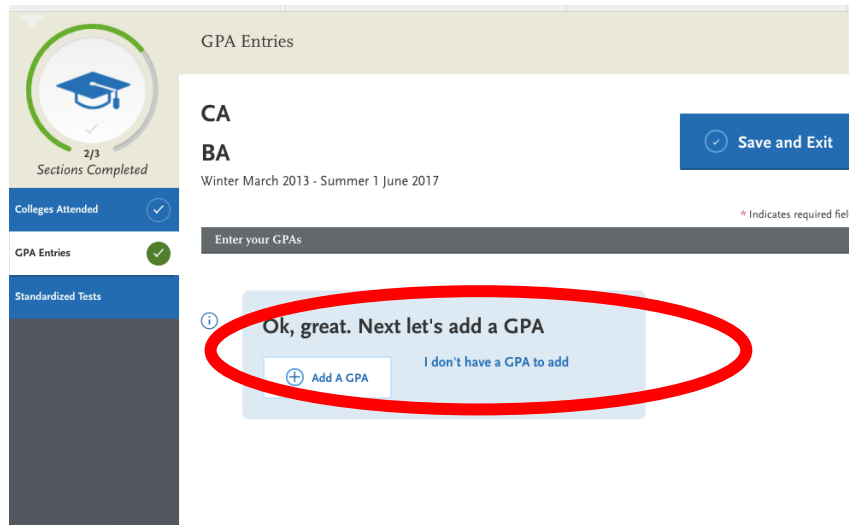


2. **Academic History:**
 - Click “Academic History”
 - Complete the “Colleges Attended” section first



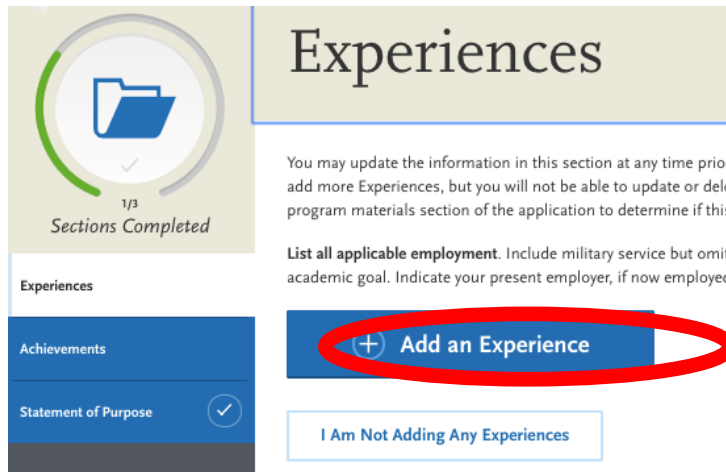
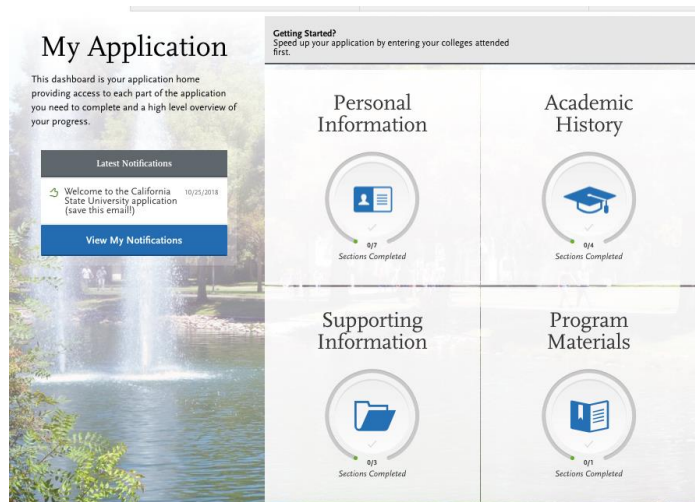
3. **GPA Entry:**

- Move on to “GPA Entry”
- Click “Add A GPA” and complete Information requested

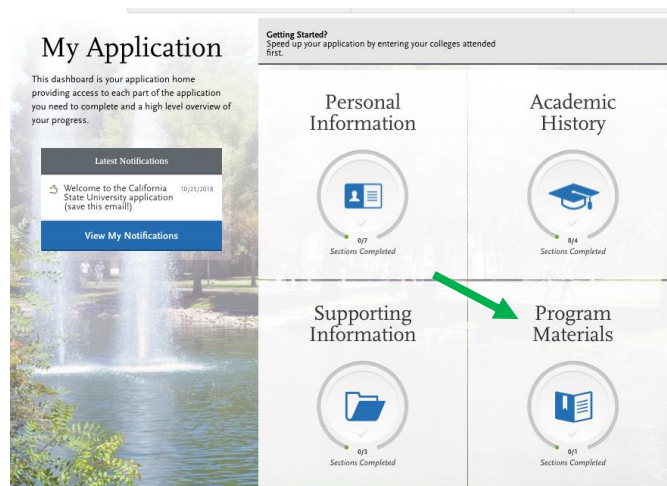


4. **Supporting Documents**

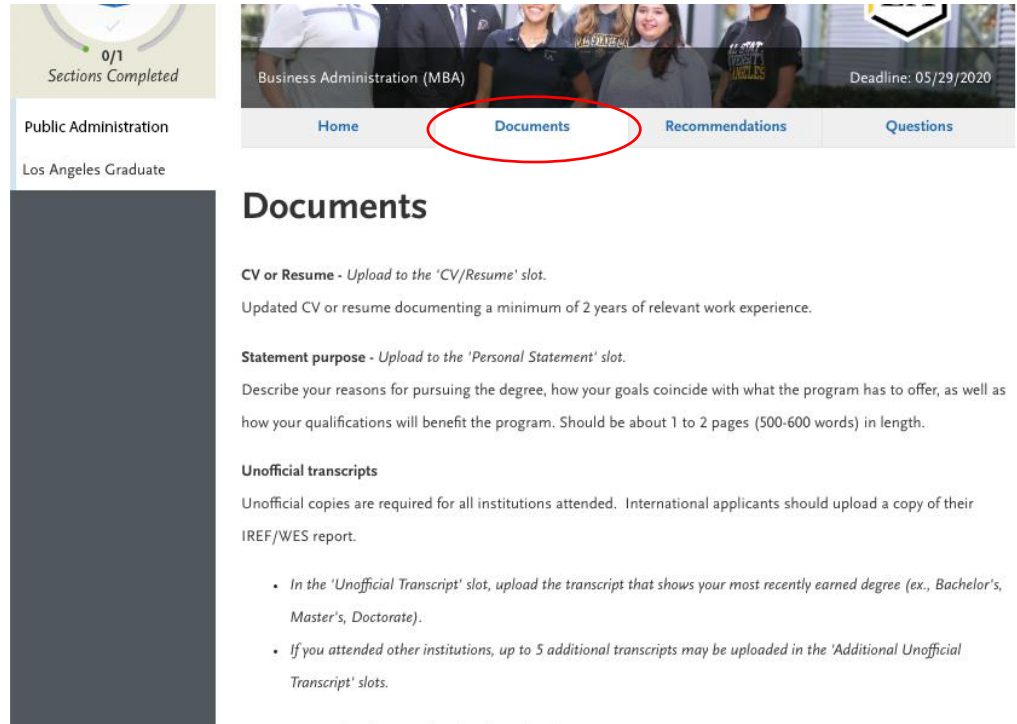
- When you return to this page, “Personal Information” and the “Academic History” tabs will be colored in green, indicating completion of sections
- Click “Supporting Information”
- Select “Experiences”
- Click "Add an Experience"



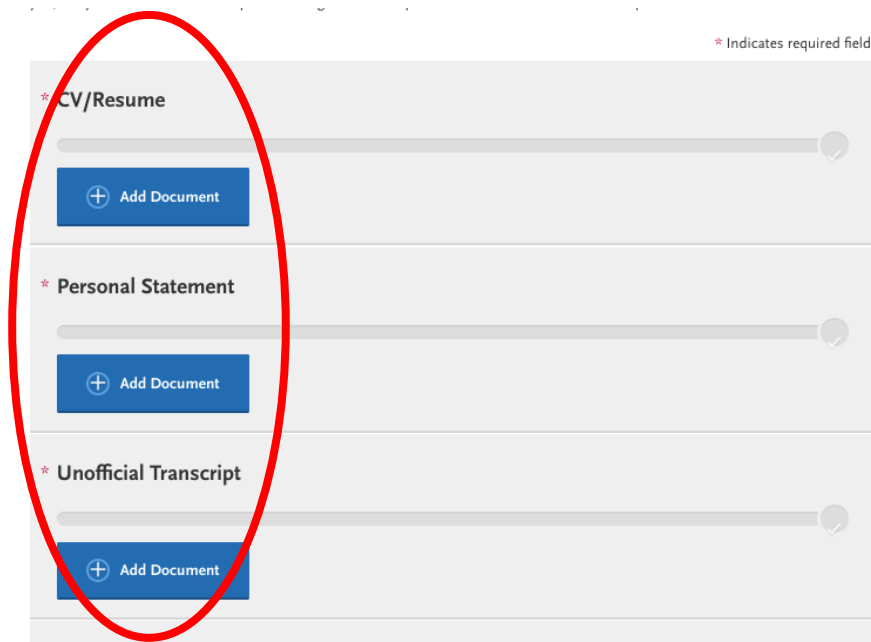
- **5. Program Materials**
- When you return to this page, “Personal Information,” “Academic History,” and the “Supporting Information” tabs will be colored in green, indicating completion of sections
- Click “Program Materials”
- Select the program you are applying for



6. **Review** required materials on “Home” then proceed to “Documents”



- **7. Attach**
- Resume, Statement of Purpose, and Unofficial Transcripts
- NOTE: Make sure that your files are not Password protected and filled to completion



- **8. Recommendations**
- All applicants must submit a COMPLETE “Recommendation Request”
- **TWO REFERENCES MUST BE LISTED!**
APPLICATION WILL NOT BE CONSIDERED WITHOUT TWO
- We will follow up with your reference regarding recommendations

Home Documents **Recommendations** Questions

Recommendations

You must enter **two** references who can attest to your ability to complete the graduate program.

Once you have saved an electronic recommendation, an email request will automatically be sent to the recommender on your behalf.

Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

+ Add Recommendation

General Program Recommendation

2 required - 2 total allowed

Create a Recommendation Request! ✕

Once you have saved the recommendation request, an email request will be sent to the recommender on your behalf. Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. Please note: All references submitted within this section of your application are program specific. If you choose to remove this program from your application, please understand your letters will be deleted along with the program.

* Indicates required field.

Recommendation Type: **General Program Recommendation**

Recommender's Information

* First Name:

* Last Name:

* Email Address:

* Due Date: MM/DD/YYYY

* Personal Message/Notes:

0/500

Waiver of Recommendation

* I waive my right of access to this Recommendation. Yes No

* **Permission to Contact Recommender**

I hereby give permission to contact this recommender via email to request the completion of the recommendation form and letter of recommendation. If my recommender does not submit an online recommendation form in response to the email request, it is my sole responsibility to contact the recommender directly to ensure all recommendations required by my designated schools are received by the deadline.

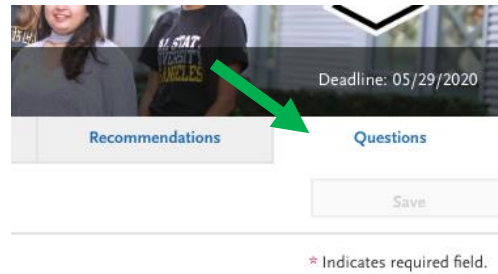
* **Permission for Schools to Contact Recommender**

I understand that the schools to which I am applying may contact the recommender either to verify the information provided and/or for further clarification of the information provided, and I hereby give permission for the schools to do so.

Save This Recommendation Request

9. Questions

- Answer required questions
- At the end of the questionnaire, sign acknowledgment



Applicant Acknowledgement

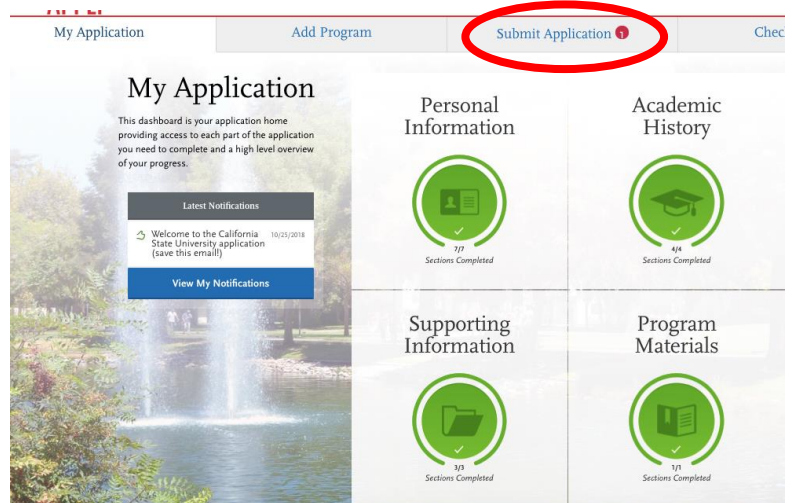
In addition to the University's minimum admission criteria for graduate study, each program has a specific set of admission requirements. More information about the application deadline and program admission criteria is available on the [Admissions Deadlines webpage](#). Be aware, all official Cal State LA communications are sent via email.

* Please check here

I acknowledge that I understand the University's admission requirements and application process for graduate/post-baccalaureate study.

Step Three: Submit Application

- Return to the “My Application” page and verify that all sections are complete using the green circles
- Select “Submit Application”
- Choose “Submit All”
- Follow payment steps and submit completed application



My Application

Add Program

Submit Application **1**

Check Status

Review your program selections here, check on status of individual program tasks, and pay for your program selections.

Once your application is submitted, no changes or refunds can be made.

APPLICATIONS
READY FOR
SUBMISSION
0

TOTAL FEE(S)
\$70

Submit All

Sort By

Deadline

Los Angeles Graduate

Term: Fall

Public Administration **1**

Deadline 03/16/2020

Submit

Once your application is received
by the University, you will be receiving
an email providing you with your
Campus Identification Number (CIN).
Refer to MPA website for application deadline