

Undergraduate Student Dependent Coyote Checklist

🐾 Step 1: Apply

Apply for undergraduate admissions through [Cal State Apply](#)

- If you are a **FTF**, please follow these steps:
 - Impacted Majors**
 - Fall applications October 1st – November 30th
 - Non-Impacted Majors**
 - Fall applications October 1st – January 31st
- If you are a **Transfer Student**, please follow these Steps:
 - Impacted Majors**
 - Fall applications ONLY October 1st – November 30th
 - Non-Impacted Majors**
 - Fall applications October 1st – January 31st
 - Spring applications August 1st – September 15th

🐾 Step 2: Financial Aid

Apply for FAFSA through [FAFSA.gov](#)

- School Code: 001142
- The Financial Aid office will contact you on Next Steps
- Wait for the Financial Award Package

🐾 Step 3: Educational Benefits

Apply for Cal Vet Fee Waiver on [calvet.ca.gov](#)

- Wait for an Authorization Letter

If you are using Ch. 35, apply or submit a change of institution form for VA Education Benefit on [va.gov/education](#) (If Applicable)

- Wait for Certificate of Eligibility (COE)

🐾 Step 4: MyCoyote

Activate MyCoyote account

- Instructions will be sent to the email address on file

🐾 Step 5: Submit Official Documents

Submit all necessary documents to undergraduate admissions to meet enrollment requirements (**Must be official transcripts**)

- Official transcripts from ALL past institutions attended
 - Electronic copy (ex: Parchment, National Student Clearing House, etc.)
 - Hard copy (Must be sealed in an envelope by the school)
 - Drop off in person at UH-107
 - Drop off in Enrollment Management Dropbox outside of UH
 - Mail to 5500 University Parkway, San Bernardino, CA 92407



🐾 Step 6: Acceptance

After being offered admission, all students must formally accept their offer of admission to secure their spot for the applied term through their MyCoyote portal.

🐾 Step 7: Orientation

Register for the mandatory orientation session through the MyCoyote portal

- Complete both pre-registration and registration requirements.
 - Questions on how to register can be directed to orientation@csusb.edu

🐾 Step 8: Certify

Submit a certification request through your MyCoyote portal **after** you enroll and register for courses.

- Follow the steps listed on <https://www.csusb.edu/veterans/education-benefits/new-va-certification-request>