

Transfer Frequently Asked Questions (FAQs)

How do I appeal being denied admission to SDSU?

Do You Have a Basis for Appeal?

All appeal letters are opened and read by SDSU admissions personnel. However, if you were denied admission for a valid reason, your appeal is unlikely to be successful. For example, if your GPA is below the level required for your major, you are very unlikely to be admitted upon appeal, because you do not meet the minimum admission criteria for the university. We recommend you do not submit an appeal unless you have new information or evidence not included in your application that demonstrates you should be admitted. Forgetting or not knowing admission requirements (such as the deadline for submitting transcripts) are not usually considered valid reasons for an appeal.

Denied For an Incorrect Reason or a Mistake on the Application

If you believe you were denied admission because of a mistake you made on the application or because of a mistake SDSU made in processing your application, you should meet with a counselor to verify that you meet all the required admission criteria. If you do, you should appeal SDSU's decision by writing an appeal letter explaining the mistake. See the other side of this sheet for a sample appeal letter. If possible, you should include transcripts from all colleges and universities you have attended. You may also schedule an appointment with the Transfer/Career Center Director in room A-111 for technical assistance with your appeal.

How The Appeal Process Works

A committee at SDSU will review your appeal letter and other materials you send and should notify you of their decision within six weeks of receiving your appeal. If your courses or grades are in question, however, the committee may wait to make its decision until your final official transcripts are received at SDSU.

A sample appeal letter is printed on the other side of this sheet.

Sample Appeal Letter

Stu Dent
1313 12th Ave.
San Diego, CA 92101

[Date]

University Admissions Appeals Committee (UAAC)
San Diego State University
5500 Campanile Dr
San Diego, CA 92182-7416

Dear Committee Members:

I recently received a letter from San Diego State University informing me that I have been denied admission for the _____ term because [insert reason you were denied]. However, [insert extenuating circumstances or reason you think you should be admitted]. Would you please reevaluate my application and transcripts? Copies of my transcripts are enclosed with this letter.

If you have any questions or need any additional information, please contact me at [insert contact information such as phone number and/or email address].

Thank you for your time and attention.

Sincerely,

Stu Dent