

# CSU GE Breadth and IGETC Certification Instructions/Information

Congratulations on reaching this stage of your college education! Please follow these instructions carefully as you fill out the application.

1. Obtain the CSU GE Breadth and IGETC Certification Application from the Admissions and Records Office or the college website. You may type or print your information directly onto the form. Fill out the form carefully and completely.

(a) You may choose to mail your completed application to:

Evaluations Department  
Admissions and Records Office  
Cypress College  
9200 Valley View Street  
Cypress, CA 90630

(b) **OR**, you can **email your completed application and a copy of a valid photo ID** to your designated evaluator based on your last name. Please include your name and Student ID number in the body of your email. Evaluator distribution list based on student's last name on record:

<b>Alphabet Section:</b>	<b>Evaluator:</b>	<b>Email:</b>
A - C	Linda Redd	lredd@cypresscollege.edu
D - J	Brett Tani	btani@cypresscollege.edu
K - M	Ly Chang	lchang@cypresscollege.edu
N - R	Amy Minakha	wminakha@cypresscollege.edu
S - Z	Selina Khatun	skhatun@cypresscollege.edu
<b>Health Science Majors</b>	Patrick Tuufuli	ptuufuli@cypresscollege.edu

2. Select the general education pattern you wish to be certified. Coursework will be evaluated for the selected general education pattern **only**. **All** advisement regarding general education pattern selection and questions about partial certification should be directed to the Counseling Center. **The Admissions and Records Office Staff will not be able to assist you.**
3. Include with your application all official external exam scores and other official college transcripts (including work-in-progress). Applications submitted without required documentation will be denied and you will need to reapply.
4. If you do not meet all requirements for certification in the term you submit this application, you will need to reapply during the term in which you do complete those requirements.

## **Certification Application Status**

1. A letter indicating the status of your application will be emailed by Admissions and Records after the review. If you do not receive a response after nine weeks, please contact your evaluator.
2. When completing a transcript request form, please check the box "Hold for General Ed or IGETC Certification" and request inclusion of the general education Worksheet with your official transcript.

## CSU GE Breadth and IGETC Application

Student ID:	@										Date of Birth:	
												mm/dd/yyyy
Student Record Name:												
			Last				First				Middle	
Current Name:												
			Last				First				Middle	
Telephone:	( )					Email:						
												Area Code and Phone Number

**IMPORTANT: For student record changes to your name, address, telephone number, or email, you must submit a Personal Information Change Form to the Admissions and Records Office or update through MyGateway. Awarded certification will be posted to your Cypress College record.**

1. I am applying for: **(check one per application)**
  - CSU GE Breadth (1135056)** California State University, General Education Breadth Certification and, if completed, U.S. History, Constitution, and American Ideals.
  - UC IGETC (1135090)** University of California, Intersegmental General Education Certification.  
*Note: For the Language Other than English requirement, if you completed two years of the same foreign language in high school, the official transcript must be on file in Admissions and Records.*
  - CSU IGETC (1135090)** California State University, Intersegmental General Education Certification and, if completed, U.S History, Constitution, and American Ideals.
2. I want Partial Certification:             Yes                             No
3. I wish to use external credit to satisfy a certification requirement.  
     If yes, check all that apply:     AP Exam     CLEP Exam     IB Exam     Military Credit – DD214  
**Note: Official external exam scores and/or DD214 must be on file at time of application**
4. Have you ever attended Fullerton College?     Yes                             No  
     *(If yes, it is not necessary to submit an official transcript from Fullerton College.)*
5. List all institutions you have completed coursework applicable to certification requirements:


**I have read and understand the CSU GE Breadth and IGETC Certification Information. It is my responsibility to have official transcripts from other colleges and/or high school on file at Cypress College in the Admissions and Records Office. My application will be denied if I fail to submit all transcripts and/or external exam scores at the time of application. All transcripts must be current.**

Student Signature	Date
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**OFFICE USE ONLY**

Received By:	Evaluation By:	Certification Posted:
Date Received:	Evaluation Date:	Partial Cert?: <input type="checkbox"/> Yes <input type="checkbox"/> No