

## PHAP Application Information and Procedure

*Please read the entire document before contacting our office with questions.*

The Pre-Professional Health Academic Program (PHAP) at California State University, East Bay, offers two distinct cohort tracks to support students on their journey to a health professions career:

- **Academic Enhancer** is designed for students with a science background who have completed most or all of the prerequisite science coursework, including: One year each of general chemistry with lab, organic chemistry with lab, physics with lab, general biology with lab, and mathematics. This cohort begins in the Fall or Spring semester of each academic year.
- **Career Changer** is designed for students with a non-science background who have completed a few or none of the science prerequisites (one year each of general chemistry with lab, organic chemistry with lab, physics with lab, general biology with lab, and mathematics). This cohort begins in the Fall semester (August) of each Academic year.

Please note the following application windows and their deadlines. Deadlines are firm. No exceptions.

- **Fall Cohort 2026** (Academic Enhancers and Career Changer) – Opens: **October 1, 2025. Deadline: June 1, 2026.**
- **Spring Cohort 2027** (Academic Enhancer) - Opens: **August 1, 2026. Deadline: November 15, 2026.**

The Admissions Team conducts a comprehensive review of each application. While applicants with an undergraduate cumulative GPA of 2.5 or higher are considered competitive, the average GPA of accepted students is typically 3.0 or above.

**International Applicants.** International students must meet all university admission policies. For detailed information, please contact the [Center for International Education at CSUEB \(click here to view information\).](#)

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Questions regarding your application process and transcripts, please contact Graduate Admissions Office: (510) 885-3500, or by e-mail at [gradadmission@csueastbay.edu](mailto:gradadmission@csueastbay.edu)

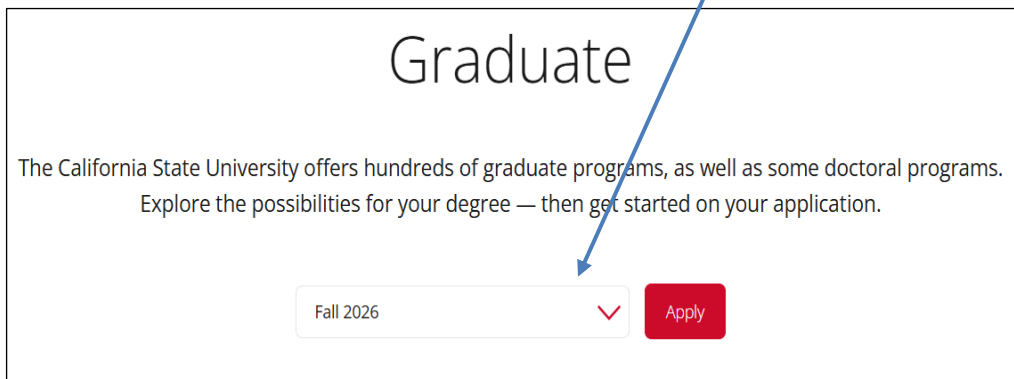
For questions regarding the PHAP Program, please email [phap@csueastbay.edu](mailto:phap@csueastbay.edu)

Please watch this short video on “How to Apply to PHAP at CSUEB.”  
([https://www.youtube.com/watch?v= PlsaybFLro](https://www.youtube.com/watch?v=PlsaybFLro))

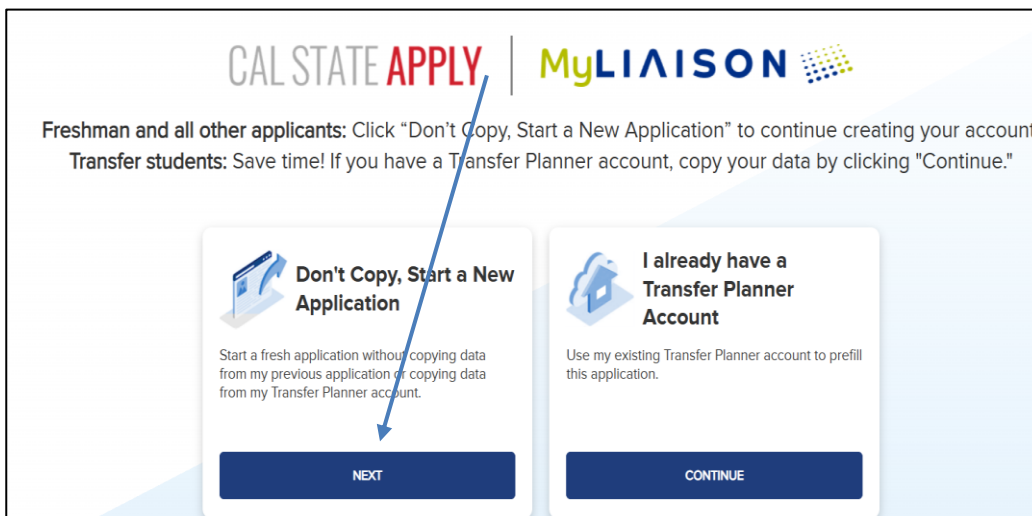
[CSUEB PHAP Application "How to Apply to PHAP at CSUEB" Video \(click here to view\)](#)

You may also read and follow the written procedure below to begin and complete your application:

1. Apply by visiting the [Cal State Apply-Graduate \(Webpage\)](#), OR Apply by visiting our [PHAP webpage](#) under the “Admission” tab.
2. In the “Select a Term to Apply for,” click on the arrow/pull-down tab
3. Select the Term you want to apply for by highlighting the sentence (e.g., Fall 2027)
4. Click on the Apply button (example listed below)



5. Create An Account (complete the questions on this page), Click on the “**Create An Account**”
6. Click on the “**Start A New Application**”



Complete the **Extended Profile Page** in full.

1. Under **Educational Goal** - click on the second circle “**Second Bachelor’s Degree and Beyond (e.g., Master’s Teaching Credential, Certificate, Doctoral)**”.

**Extended Profile**  
Please provide some additional information in order to set up your application.

The information below is provided to your program's admissions offices. Provide complete and accurate information here. For more information, visit the [Applicant Help Center](#).

Once you submit your application, you cannot edit this section.

\* Indicates required field

**1. Educational Goal**

\* What degree, credential, program or certificate are you applying for?

- First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)
- Second Bachelor's Degree and Beyond (e.g. Master's, Teaching Credential, Certificate, Doctoral)
- Dual Enrollment (I am a current high school student who is interested in taking college-level courses at a CSU campus before high school graduation)

8. Check off the square next to “**Certificate**”

Note: If the word “Certificate” does not appear in this section, please click on “Graduate”

\* Please select one or more of the following degree goals.

- Second Bachelor's Degree (already earned a bachelor's degree and are seeking another one)
- Graduate (e.g. Master's, Doctoral) or Professional's Degree
- Teaching and Service Credential Only (e.g. Single or Multiple Subject, Special Education, PPS, Librarian, Admin, CalStateTEACH)
- Certificate

9. Continue to answer the questions on this page.

After the Extended Profile is complete and you have **SAVED** your answers, you will proceed to the following page

## 10. View Selected Programs

In the filter box, enter “PHAP” and then scroll down to “East Bay Extension”

The screenshot shows the 'Add Programs' page on the Cal State Apply website. At the top left is the 'CAL STATE APPLY' logo with a 'Cal State Apply Home' link. A 'Sign Out' button is in the top right. Below the header, there's a 'Back to Extended Profile' link and the title 'Add Programs'. A paragraph explains that at least one program must be selected and provides search filters: Campus Name, Start Term, Delivery, and Source. It also mentions limited Lower Division and Second Baccalaureate programs and application fee waivers. A 'Show Less' link is on the right. Below this is a search bar with 'PHAP' entered and a 'Filters' button. Underneath, it says 'Showing results for: Available Programs'. A table lists results for 'EAST BAY EXTENSION' with columns for Add, Program Name, Campus Name, Degree Type, Start Term, Academic Year, Location, and Deadline. A 'Continue' button is at the bottom.

11. Check off “PHAP – Academic Enhancer” and/or “PHAP – Career Changers” button to view the Program Description.

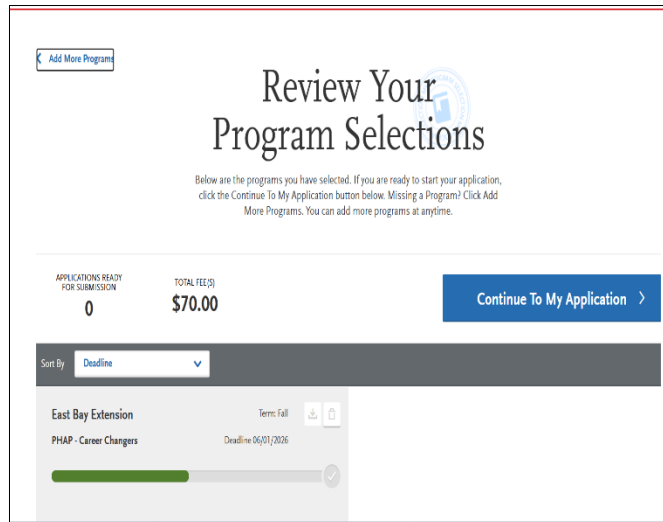
- **Academic Enhancers** – AE (Note: AE eligible for Spring, Summer and Fall semester)
- **Career Changers** – CC (Note: CC only offers Fall term, CC option will not show during Spring Application cycle)

In this example, we will click on the (plus) “+” Sign to continue as a Career Changers. You will see a “check” next to the name once it entered.

EAST BAY EXTENSION							
+	PHAP - Academic Enhancers	Cal State East Bay	Certificate	Fall	2026	Main Campus	06/01/2026
+	PHAP - Career Changers	Cal State East Bay	Certificate	Fall	2026	Main Campus	06/01/2026

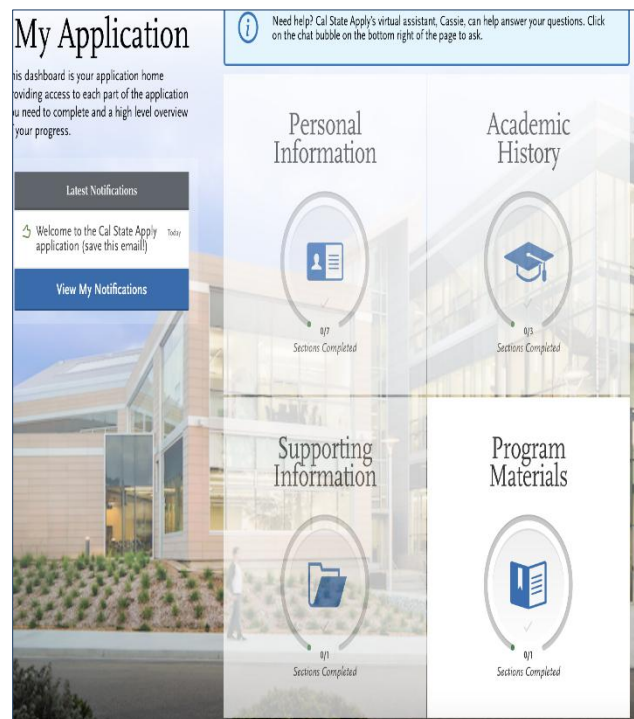
Enter the **CONTINUE BUTTON**

12. Application fee for all CSUEB students is \$70.00



13. Complete the remaining portions of “My Application” page.

- **Academic History:** Please be sure the academic history reported on your application matches your transcripts. Discrepancies may delay or negatively impact the review of your application.
- **Program Materials:** ALL applicants are required to submit a **Statement of Purpose** in order to complete their application. The prompt can be accessed by clicking “**Program Materials,**” then select either “**PHAP-Career Changer**” or “**PHAP-Academic Enhancer**” and then “Documents.” *\*\*Please refer to the images on the next page for a visual guide.*
- **Statement of Purpose.** What kind of contribution do you hope to make-and how? Why did you choose CSUEB’s post-baccalaureate program (PHAP)?



- Please submit a one-page **Statement of Purpose** (maximum 5,300 characters, including spaces) that offers a personal narrative illustrating who you are: PHAP wants to get to know you beyond your GPA and transcripts. Your statement should convey your priorities, judgment, and timeline. This is your opportunity to tell your story – where you are now in your journey, what motivates you, and how this program fits your goals.

- **Personal Information: Under Citizenship/Residency Information**

- If you are a domestic applicant, please forward your completed questionnaire to [gradadmission@csueastbay.edu](mailto:gradadmission@csueastbay.edu)

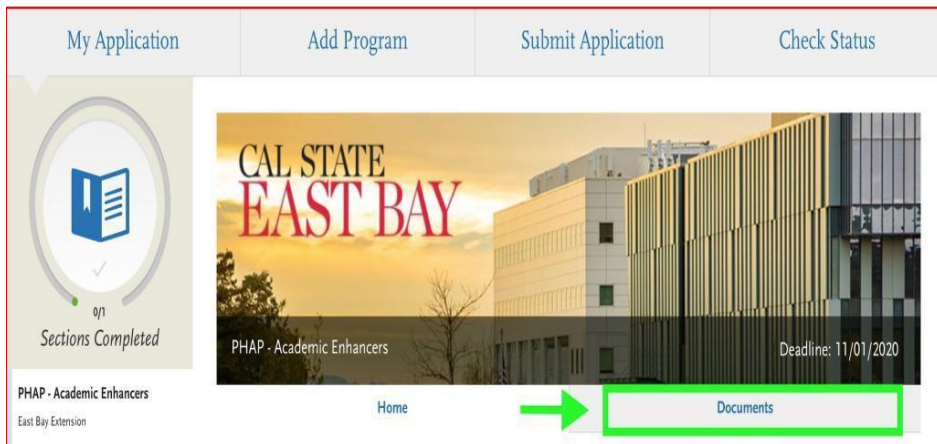
- **International Applicants**: If you are not a U.S. citizen, for example, you were born outside of the United States, please enter the year you entered the U.S. This information is used for residency and tuition classification purposes. Once you have completed the questionnaire, please forward it to the International Admissions Office at [iao@csueastbay.edu](mailto:iao@csueastbay.edu).

At this time, an application to our program **DOES NOT REQUIRE:**

- Letters of Recommendation
- Resumes or CVs
- Professional or personal references
- Standardized tests

\*\* We **strongly recommend** that applicants fill out the Employment, Internships & Clinical Experiences, and Volunteer/Community Enrichment sections of the application.

**If the above fields are listed in the online application, please simply write “Not Required” in those sections to proceed with your application.**



- CONTINUE ON THE NEXT PAGE -

**Transcript Submission Requirements.** To fully complete your application for admission, you **MUST** submit official transcripts from **all colleges and universities attended.** These should be submitted **only AFTER** you have completed your online application.

**Important Note:** Applications with missing or delayed transcripts may result in delayed review or be considered only on a space-available basis.

If you are experiencing difficulty obtaining your transcripts, your school's **Registrar's Office** may email a "**letter of degree completion**" directly to Graduate Admission [gradadmission@csueastbay.edu](mailto:gradadmission@csueastbay.edu). This letter **must** state or confirm that you will be receiving your degree. Once your degree is officially posted to your transcript, you are still required to submit an **official, degree-bearing transcript** to Graduate Admission.

Our admissions process operates on a **rolling basis**, so we **highly recommend early submission** of all application materials to ensure timely review and consideration.

**Transcript Deadlines by Cohort:**

- **Fall Cohort 2026** (Career Change and Academic Enhancer) = June 1, 2026
- **Spring Cohort 2027** (Career Changer and Academic Enhancer) = November 15, 2026

**How to Submit Transcripts:** Please send electronic transcripts directly to:

**[electronictranscripts@csueastbay.edu](mailto:electronictranscripts@csueastbay.edu)**

**Hard-Copy (physical) Transcripts:** If your institution only provides physical (hard-copy) transcripts, mail them to:

**ATTN: Office of Admissions  
California State University, East Bay  
25800 Carlos Bee Blvd.  
Hayward, CA 94542**

**After You Submit Your Application**

- **Net ID Notification.** Within **10 business days**, you will receive an email from Graduate Admissions with your **NET ID** and **temporary password**.
- **Check Your Application Status.** Log in at [my.csueastbay.edu](http://my.csueastbay.edu) using your NET ID and password to check your **preliminary application status**.
- **Review Your To-Do or Hold List.** Be sure to resolve any outstanding items as soon as possible, listed in your Personal "To-Do" or if there are any "Holds" under your student portal. Not taking care of the To-Do or Holds may hinder your application. If transcripts appear as missing in your

To Do list, please contact the Office of Graduate Admission at [gradadmission@csueastbay.edu](mailto:gradadmission@csueastbay.edu) or (510) 885-3500 to check up on their receipt. Don't forget to include your Net ID.

- **Processing Timeline.** Please allow time for processing:
  - **2-4 weeks** for transcript receipt and processing
  - **4-6 weeks** for application review and admission decision
  - **Total time: 8-10 weeks**, though it may take longer during peak application periods.

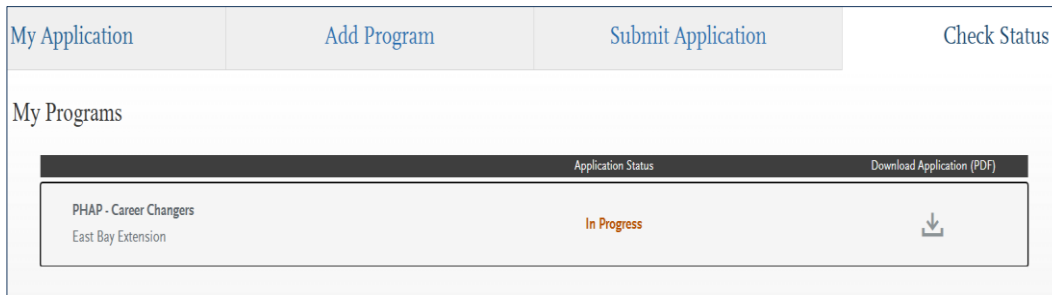
Please note: Once an applicant accepts their admission (SIR's), it may take approximately 2-4 weeks to receive the official admission package. This package includes a folder along with the formal acceptance letter.

### **Check the Status of Your Application**

Your application is considered complete once:

- All program requirements are completed.
- Application is submitted and payment is received.

To return your application at any time, navigate to <https://calstate.cas.myliaison.com/>. To help track your application status, visit the **Check Status** tab of your application to monitor your progress. Bell at the top of your application/page, click to see any messages under Recent Notifications.



If you run into any application problems, please contact Graduate Admission via email at [gradadmission@csueastbay.edu](mailto:gradadmission@csueastbay.edu) or by telephone at (510) 885-3500, and they will be able to assist you.

### **After Admission to PHAP**

Once you are accepted into the PHAP Program, **we strongly encourage you to:**

- **Meet with a PHAP faculty advisor**, especially if you have not already done so. They are more than happy to assist you and review what courses you should be taking this coming semester.
- Carefully read the **PHAP Registration Policy** on Canvas before enrolling in any courses
  - To access the PHAP advising schedule and the Registration Policy, both can be found on the PHAP Canvas portal. You may also contact the PHAP Office at [phap@csueastbay.edu](mailto:phap@csueastbay.edu). Please do not forget to include your Net ID.

Thank you once again for your interest in the PHAP program. We look forward to meeting you and partnering with you on your journey to a career in the health professions.

If you have any questions or concerns, please do not hesitate to reach out to us at [phap@csueastbay.edu](mailto:phap@csueastbay.edu)

Best Regards,  
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