
Appendix Application CheckList

1. Fill out the CAL STATE APPLY online application
2. Send CALSTATE Apply reference link to two referees for digital recommendation letters.
3. Two official copies of all your college transcripts
4. One copy of your official GRE score
5. One copy of official TOEFL score (For applicants who finish their Bachelor degree in oversea universities using language other than English)

Send item 1-5 to:

**Office of Admissions and Outreach
Cal Poly Pomona
3801 W Temple Avenue
Pomona, CA 91768**

6. A Copy of your CALSTATE Apply application (PDF)
7. A Copy of the Department Record of Application for Graduate Admission (download from department website)
8. One additional copy of all your college transcripts
9. Statement of Intent
10. Two letters of recommendation (optional if already sent via CAL State Apply)
11. One copy of your GRE score
12. Portfolio (hardcopy or digital)
13. A copy of TOEFL score (For applicants who finish their Bachelor degree in oversea universities using language other than English)

Send 6-13 to:

**Kris Penrose
ATTN: MLA Application
Department of Landscape Architecture
Cal Poly Pomona
3801 W Temple Avenue
Pomona, CA 91768**