

SAN JOSÉ STATE UNIVERSITY

# Steps to Enrollment

INTERNATIONAL TRANSFERS | FALL 2022



**SJSU** | STUDENT AFFAIRS

ENROLLMENT MANAGEMENT | UNDERGRADUATE ADMISSIONS AND OUTREACH

One Washington Square | San José, CA 95192 | 408-283-7500 | [sjsu.edu](https://www.sjsu.edu)

## IMPORTANT INFORMATION ABOUT COMPLETING THE STEPS TO ENROLLMENT

Although the steps are presented in numerical order, keep in mind that you may not necessarily complete all of these steps in the order that they are presented. Refer to your MySJSU student account for specific deadlines and tasks that need to be completed to ensure your enrollment

## STAY COMMITTED TO THE PROCESS

It is very important that you make note of the steps in the process and their related deadlines. We have put these deadlines in place to help you be successful on your road to enrollment. Each step in the process builds on the next and there are consequences if you miss a requirement. This means that you risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility. To prevent this from happening, sign in to your MySJSU student account ([one.sjsu.edu](http://one.sjsu.edu)) every few days and thoroughly read any messages, "To Do List" items, or posted deadlines and take the requested action as soon as possible.

# Congratulations on Your Admission!

We are excited to welcome you to San José State University, the founding campus of the California State University (CSU) system. Please know you still have steps to take to stay admitted and officially enroll for Fall 2022, which are outlined in this guide.

## Checklist

### Mandatory

- Submit your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on **Sunday, May 1**
  - Sign up for your mandatory Spartan Experience for Transfers (Transfer Orientation)
  - Pay your nonrefundable Enrollment Deposit (\$250)
- Submit all documents assigned to your MySJSU account by **Sunday, May 1**
- Complete the two-step COVID-19 Vaccination Self-Certification process by **Wednesday, June 1**
- Complete the Writing Skills Test (WST) Directed Self-Placement Exercise
- One week prior to your mandatory Transfer Orientation session: Submit photo for your Tower Card ID at [myid.sjsu.edu](http://myid.sjsu.edu)
- Complete Spartan Link Online Pre-Orientation prior to attending mandatory Spartan Experience for Transfers (Transfer Orientation)
- Attend your mandatory Spartan Experience for Transfers (Transfer Orientation)
- Pay your Housing Payment by **Wednesday, July 6** if you are planning to live on campus
- Submit final transcripts, test scores and documents by **Friday, July 15**
- Pay your tuition and fees by **Friday, August 12**
- Attend Global Spartan Welcome (GSW)
- Purchase health insurance through SJSU prior to registering for classes
- Complete Immigration Document Process. If coming from another school in the U.S., submit the SJSU Transfer In Form
- Complete online training programs on sexual violence and alcohol abuse prevention

### Important

- Read the [SJSU Catalog](#) for important information
- Read the [SJSU Schedule of Classes](http://sjsu.edu/classes) at [sjsu.edu/classes](http://sjsu.edu/classes)
- Follow SJSU Enrollment Services on Instagram: [SJSU\\_ES](#)
- Follow SJSU Enrollment Services on Twitter: [@SJSU\\_ES](#)

## Frequently Asked Questions

### What if I do not complete required courses or miss a deadline?

You will have your admission to SJSU revoked and your registration canceled. In particular, failure to submit your transcripts will result in your application being withdrawn, even if you have signed up for housing and attended orientation.

### What if I am taking courses required for admission during the Summer 2022 term?

You may not use coursework from the Summer 2022 term to complete admission requirements

### Can I defer admission to another term?

No, your admission offer is good for the Fall 2022 term only. You must attend at least one course during the Fall 2022 semester to maintain your admission. If you do not enroll in courses during the term of your admission and wish to be admitted for a later term, you must submit a new application for the next available term for which you meet the minimum requirements.

### What if I'm a California Community College transfer?

Keep your own copy of the general education plan from your community college. Keep track of the courses you've completed to meet the GE requirements. Work with our academic advisors to complete remaining courses at SJSU.

### Can I change my major?

Due to space limits in many SJSU departments, you may not change your major before the term starts. Note that change of major is never guaranteed, even after admission to SJSU.

# 2022-2023 Calendar

<b>March 2022</b>	<b>Wednesday, March 23</b>	Submit official partial transcripts and documents
<b>May 2022</b>	<b>Sunday, May 1</b>	Intent to Enroll Deadline Orientation Fee/Enrollment Deposit Due (payment via Intent to Enroll) Housing Application Deadline (University Housing Services) International Document Deadline (MySJSU To Do List)
	<b>Monday, May 30</b>	Memorial Day – Campus Closed
<b>June 2022</b>	<b>Tuesday, June 7</b>	Spartan Experience for Transfers (Transfer Orientation) Session 1
	<b>Thursday, June 9</b>	Spartan Experience for Transfers (Transfer Orientation) Session 2
	<b>Tuesday, June 14</b>	Spartan Experience for Transfers (Transfer Orientation) Session 3
	<b>Thursday, June 16</b>	Spartan Experience for Transfers (Transfer Orientation) Session 4
	<b>Tuesday, June 21</b>	Spartan Experience for Transfers (Transfer Orientation) Session 5
	<b>Thursday, June 23</b>	Spartan Experience for Transfers (Transfer Orientation) Session 6
	<b>Tuesday, June 28</b>	Spartan Experience for Transfers (Transfer Orientation) Session 7
<b>July 2022</b>	<b>Wednesday, July 6</b>	Housing Payment Due Date
	<b>Friday, July 15</b>	Final official transcript/document due date
<b>August 2022</b>	<b>Friday, August 5</b>	Spartan Experience for Transfers (Transfer Orientation) Session 8
	<b>Sunday, August 7</b>	International House Contract Move-in Date
	<b>Friday, August 12</b>	Payment Due Date
	<b>Sunday, August 14 - Monday August 15</b>	University Housing Services Move-in Date (9 a.m. - 5 p.m. , 7 p.m. - 10 p.m.)
	<b>Monday, August 15</b>	New Student Convocation (5:30 p.m. - 7:30 p.m.)
	<b>Tuesday, August 16</b>	Advance Registration Ends Last day to drop for 100% refund
	<b>Wednesday, August 17 - Thursday, August 18</b>	Registration Closed
	<b>Friday, August 19</b>	First day of instruction Late registration begins
	<b>Wednesday, August 31</b>	Last Day to Drop Classes without a "W" grade via MySJSU
<b>September 2022</b>	<b>Thursday, September 1</b>	Late Drop Petition Required
	<b>Monday, September 5</b>	Labor Day (Campus Closed for Holiday)
	<b>Thursday, September 8</b>	Last Day to Add Classes via MySJSU Last Day to Submit Audit   Credit/No-Credit Option Request (DocuSign)
	<b>Sunday, September 12</b>	Payment Due Date

# Step 1

## Submit Intent to Enroll

**NEXT STEPS**  
[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

**UNDERGRADUATE  
ADMISSIONS**

Live chat at [sjsu.edu/admissions](https://sjsu.edu/admissions)

San José State needs to know if you plan to enroll so that we can plan for your enrollment in Fall 2022. To submit your intent to enroll, go to the Next Steps Intent to Enroll website ([nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)) and complete the multi-step process by 11:59 p.m. (Pacific Standard Time) on **Sunday, May 1**. Note that if you do not meet this deadline we will assume that you do not want to attend SJSU and your admission will be withdrawn.

The Next Steps Intent to Enroll process includes accepting SJSU's offer of admission, signing up for mandatory orientation, and paying the \$250 nonrefundable enrollment deposit.

**YES** – I intend to enroll at SJSU for the Fall 2022 semester.

**(Please note: You may not defer your enrollment to a later semester.)**

**NO** – I will not attend SJSU for the Fall 2022 semester.

(Your application will be withdrawn from further consideration.)

**You will need the following to submit your intent to enroll:**

- Your nine-digit SJSU ID (provided on your Letter of Admission)
- Your SJSUOne password

If you anticipate any problems completing the required steps below by the stated deadlines, contact [nextsteps@sjsu.edu](mailto:nextsteps@sjsu.edu) immediately.

# Step 2

## Sign Up for Spartan Experience for Transfers (Transfer Orientation)

### NEXT STEPS

[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

### ONLINE PRE-ORIENTATION

[spartanlink.sjsu.edu](https://spartanlink.sjsu.edu)

### NEW STUDENT AND FAMILY PROGRAMS

408-924-5972  
[sjsu.edu/newspartans](https://sjsu.edu/newspartans)

**Spartan Experience for Transfers is a mandatory one-day orientation program** that will introduce you to the campus and its resources, connect you to your college and major department, and provide you with critical academic planning information. All admitted students are required to attend this mandatory orientation for the entire duration of the program. The cost to attend orientation is \$80 and will be included in your \$250 enrollment deposit.

Before attending Spartan Experience for Transfers (Transfer Orientation), complete Spartan Link ([spartanlink.sjsu.edu](https://spartanlink.sjsu.edu)) Online Pre-Orientation.

#### During orientation, you will:

- Discuss and explain key university services
- Facilitate connections with other staff, faculty and your fellow incoming students
- Attend a General Education advising workshop to help in planning your academic schedule

If you do not attend or leave during any portion of the program, you will be blocked from registering for classes and will not be able to attend SJSU in Fall 2022. Students who arrive late will not be allowed to attend the program.

For more information, contact New Student and Family Programs at [transfer-orientation@sjsu.edu](mailto:transfer-orientation@sjsu.edu) or visit [sjsu.edu/newspartans](https://sjsu.edu/newspartans) and use our Live Chat feature.

Sign up for the mandatory Spartan Experience for Transfer (Transfer Orientation) at [nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

# Step 3

## Pay Enrollment Deposit

**NEXT STEPS**  
[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

In order to complete the Next Steps Intent to Enroll process and reserve your spot to attend SJSU, you must submit your nonrefundable enrollment deposit by the deadline. You will be prompted to pay your nonrefundable enrollment deposit online via a link provided in your Next Steps portal. The \$250 Enrollment Deposit includes your \$80 orientation payment and a deposit of \$170 towards your tuition and fees for Fall 2022.

Please note: The \$250 Enrollment Deposit is nonrefundable, even if you do not enroll in classes for the Fall 2022 semester.

Pay your enrollment deposit at [nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)



**Charlie**  
Mechanical Engineering

# Step 4

## Apply for Campus Housing

### UNIVERSITY HOUSING SERVICES

[housing.sjsu.edu](http://housing.sjsu.edu)  
408-795-5600  
[uhs-frontdesk@sjsu.edu](mailto:uhs-frontdesk@sjsu.edu)

### INTERNATIONAL HOUSE

[sjsu.edu/ihouse](http://sjsu.edu/ihouse)  
408-924-6570  
[ihouse@sjsu.edu](mailto:ihouse@sjsu.edu)

If you would like to stay on campus while attending SJSU, you must complete a housing application for either University Housing Services or the International House, depending on where you prefer to stay for the Fall 2022 semester. **(Please note there is a separate application for the International House.)**

### University Housing Services

We strive to provide supportive and affordable residential learning communities that promote academic success and individual development. Our living-learning communities help ease the transition to university life, serve as an extension of the classroom, and increase awareness of community responsibility. Located on the main San José State campus, the residence halls are just minutes from classes, the library, recreation and dining facilities, and downtown. If you have questions, contact University Housing 408-795-5600 or [uhs-frontdesk@sjsu.edu](mailto:uhs-frontdesk@sjsu.edu)

**To fill out a housing application, visit [sjsu.edu/housing](http://sjsu.edu/housing) and fulfill the following requirements:**

- A completed online University Housing application
- A \$50 nonrefundable application fee
- Pay Initial Payment

### International House

A large, comfortable home located near campus, the International House (I-House) is a residence for 70 U.S. and international students attending San José State. At I-House, residents find friends, study partners, and mentors in addition to opportunities for leadership, group activities and travel. I-House students represent approximately 25 countries, range in age from 17 to 35 years of age, study in a wide variety of programs offered on the SJSU campus, and enroll in graduate, undergraduate, semester and year exchange, and English language programs.

I-House stays open year-round with per diem rates during summer and winter breaks. Students interested in living in the I-House must send a separate application directly to the I-House. There is no application fee. Applications are available at [sjsu.edu/ihouse](http://sjsu.edu/ihouse)

## STEP 4: APPLY FOR CAMPUS HOUSING CONTINUED

### UNIVERSITY HOUSING SERVICES

[housing.sjsu.edu](http://housing.sjsu.edu)

408-795-5600

[uhs-frontdesk@sjsu.edu](mailto:uhs-frontdesk@sjsu.edu)

### INTERNATIONAL HOUSE

[sjsu.edu/ihouse](http://sjsu.edu/ihouse)

408-924-6570

[ihouse@sjsu.edu](mailto:ihouse@sjsu.edu)

### SPARTAN EATS CAMPUS DINING

[dineoncampus.com/SJSU](http://dineoncampus.com/SJSU)

## Housing Costs

Housing rent is based on double occupancy, furnished units with a 10-month contract. Rent includes basic utilities, wi-fi internet access, internet-based TV and furniture. Please note rent amounts are subject to change. To view the most up-to-date costs for our housing facilities, visit [sjsu.edu/housing](http://sjsu.edu/housing) and [sjsu.edu/ihouse](http://sjsu.edu/ihouse)

Housing Options	Description	Residents	Rent for School Year
<b>Campus Village Apartments – Building A “CVA”</b>	Eight-story building: Efficiencies, one and two bedroom units and bed spaces	Juniors, Seniors, Graduate Students, Faculty and Staff	\$12,433
<b>Campus Village Apartments – Building B “CVB”</b>	Fifteen-story building: Studios, three, four and five-bedroom units	Sophomores, Juniors, Seniors, Graduate Students	\$12,025
<b>Campus Village Suites – Building C “CVC”</b>	Seven-story building: Four-bedroom units	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$11,990
<b>Campus Village 2 – “CV2”</b>	Ten-story building: Traditional hall	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$12,706
<b>Joe West &amp; Washburn Hall – “The Classics”</b>	Twelve-story building (Joe West) & Three-story building (Washburn Hall): Traditional halls	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$9,476
<b>International House “I-House”</b>	Large residence near campus. Home to 70 U.S. and international students	Freshmen, Sophomores, Juniors, Seniors, Graduate Students	\$11,020

## Meal Plans (Optional)

**CV2, CVC, Joe West Hall, and Washburn Hall all require mandatory full meal plans.** There are a variety of meal plans offered, including plans offering a limited number of meals per semester. Students are sure to find one that fits their needs. Please note that meal plan amounts are subject to change. More information on current meal plan options can be found at [dineoncampus.com/SJSU](http://dineoncampus.com/SJSU)

Housing Options	Meal Plan Options	Semester	School Year	Meal Plan and Rent for School Year
<b>Campus Village Apartments – Building A “CVA”</b>				\$12,433 (no meal plan)
				\$15,083 (90 swipes)
<b>Campus Village Apartments – Building B “CVB”</b>				\$15,873 (145 swipes)
				\$12,025 (no meal plan)
<b>Campus Village Suites – Building C “CVC”</b>	90 swipes* per Semester 145 swipes* per Semester	\$1,325 \$1,720	\$2,650 \$3,440	\$14,675 (90 swipes)
				\$15,465 (145 swipes)
<b>Campus Village 2 – “CV2”</b>				\$16,729 (15 swipes/wk)
<b>Joe West &amp; Washburn Halls – “The Classics”</b>				\$17,609 (21 swipes/wk)
<b>International House – “I-House”</b>	Meals prepared onsite at I-House + swipes/Dining Dollars in the Commons.	\$3,139	\$6,278	\$16,729 (15 swipes/wk) \$17,609 (21 swipes/wk) \$17,298 (full meal plan required; one semester contract available)

\* A swipe is how you pay when you eat at the dining hall known as The Commons. Your meal plan includes a certain number of all-you-care-to-enjoy meals stored on your student ID Card. One swipe will be used each time you enter The Commons.



# Step 5

## IMMUNIZATION INFORMATION

[sjsu.edu/medical/services/  
immunizations](https://sjsu.edu/medical/services/immunizations)

# Submit Proof of Vaccination and Immunizations

## COVID-19 Vaccination Requirement

The deadline for incoming Fall 2022 students to complete their COVID-19 two-step self-certification requirement is **June 1, 2022**.

Per California State University (CSU) policy, students, faculty and staff must be fully vaccinated against COVID-19, including a booster shot, if they are accessing campus facilities at any university location across the 23 campuses. The CSU's COVID-19 vaccination policy will allow medical and religious exemptions. For updated information on COVID-19 vaccine requirement policy, please visit [Health Advisories](#) website.

## Submit Proof of Vaccination

You must complete both of the following steps to meet the June 1, 2022 deadline for compliance.

### Step 1: Complete the COVID-19 Vaccine Self-Certification form in MySJSU.

You will be asked to certify your current vaccination status or indicate if you qualify for a religious or medical exemption. Students requesting a religious exemption can upload their supporting documentation as an attachment on the COVID-19 Vaccine Self-Certification form. Prior to submitting a religious exemption form, please convert the PDF into a .BMP, .JPG, .JPEG, .GIF, and .PNG, type attachment. All other attachment types will not be accepted.

### Step 2: Submit proof of COVID-19 vaccination in the Student Health Center Patient Portal.

You will need to submit proof of your COVID-19 vaccination record and/or request for a medical exemption. Proof can include a scanned/photocopy of your vaccine card or a record containing all of the following: full name, date of birth, manufacturer/brand of vaccine, vaccine lot number, administration date and site. Please ensure all information is visible and legible in English to prevent delays in verification.

The status will read "awaiting review" in the Medical Clearances section once submitted. For more information, please also visit our [COVID-19 Vaccine Requirements](#) page.

The status will read "awaiting review" in the Medical Clearances section once submitted.

## Additional Required Immunizations

In addition, as a new student, you will also need to provide proof of the following immunizations prior to the first day of classes:

- Measles, Mumps and Rubella Vaccine
- Varicella (Chicken Pox Vaccine)
- Tetanus/Pertussis/Diphtheria Booster (Tdap)
- Meningococcal conjugate
- Hepatitis B Vaccine

# Step 6

## Complete Writing Skills Test Directed Self-Placement Exercise

### WRITING SKILLS TEST INFORMATION

[sjsu.edu/wac/wst](https://sjsu.edu/wac/wst)

### DEPARTMENT EXAM LISTING

[catalog.sjsu.edu](https://catalog.sjsu.edu)

Traditionally, all SJSU students must take and pass an in-person Writing Skills Test before they are eligible to enroll in many upper-division courses. While we are sheltered and the traditional WST exam is suspended, students must complete the temporary replacement for the WST: the WST-Directed Self-Placement (WST-DSP). The online WST-DSP is an exercise (not a test) that helps students place themselves in the appropriate writing course at SJSU. Before registering for the WST, students must earn a "C-" or better grade in English 1A (or its equivalent) and are strongly recommended to have completed a GE area A3 course.

#### What you need to do:

- Make sure you have met the above criteria in order to complete the WST-DSP
- Go to [sjsu.edu/wac/wst/](https://sjsu.edu/wac/wst/) and read the information there
- Click on the link "WST Directed Self-Placement Exercise" and complete the exercise
- This will only take 10-15 minutes
- Make sure you complete the WST-DSP before you enroll in your courses at SJSU

### Department Exams (If Required)

To learn if you need to take a department placement exam, contact the department that oversees your degree program (major). View a listing of degree programs and their departments at [catalog.sjsu.edu](https://catalog.sjsu.edu)

Many new undergraduates in the College of Science, Engineering and Business may need to take the Calculus Placement Exam prior to registration. For details, exemptions, and other criteria, visit [sjsu.edu/math/calculus](https://sjsu.edu/math/calculus)

# Step 7

## Sign Up for Spartan Experience for Transfers (Transfer Orientation)

### NEW STUDENT AND FAMILY PROGRAMS

[sjsu.edu/newspartans](https://sjsu.edu/newspartans)

408-924-5972

[transfer-orientation@sjsu.edu](mailto:transfer-orientation@sjsu.edu)

### TRANSFER ORIENTATION

408-924-5972

[transfer-orientation@sjsu.edu](mailto:transfer-orientation@sjsu.edu)

**Spartan Experience for Transfers (Transfer Orientation) is a mandatory one-day orientation program** that will introduce you to the campus and its resources, connect you to your college and major department, and provide you with critical academic planning information. All admitted students are required to attend this mandatory orientation for the entire duration of the program

#### Transfer Orientation Sessions:

Session 1: Tuesday, June 7, 2022

Session 2: Thursday, June 9, 2022

Session 3: Tuesday, June 14, 2022

Session 4: Thursday, June 16, 2022

Session 5: Tuesday, June 21, 2022

Session 6: Thursday, June 23, 2022

Session 7: Tuesday, June 28, 2022

Session 8: Friday, August 5, 2022

### Disability Accommodations

Individuals needing sign language interpreters, visual aids, or other accommodations should contact us at 408-924-5972 at least two weeks prior to their selected mandatory orientation dates.

For more information about Sparta Camp (Frosh Orientation), contact New Student and Family Programs at [frosh-orientation@sjsu.edu](mailto:frosh-orientation@sjsu.edu) or 408-924-5972 or visit [sjsu.edu/newspartans](https://sjsu.edu/newspartans)



**Samar**

Business Administration/Marketing

# Step 8

## Register For Classes

### SCHEDULE OF CLASSES

[sjsu.edu/classes](https://sjsu.edu/classes)

### SJSU CATALOG

[catalog.sjsu.edu](https://catalog.sjsu.edu)

You will register for classes in your MySJSU student account once you have an enrollment appointment.

### Registration Appointments

To receive a registration appointment, you must submit official transcripts by the date posted on your MySJSU "To Do List" and attend your mandatory Transfer Orientation session. Be sure to send official transcripts by the deadline posted. Send official transcripts to verify your eligibility to enroll as early as possible to minimize delays in the assignment of your registration appointment.

### Attend Spartan Experience for Transfer (Mandatory Transfer Orientation)

After attending Spartan Experience for Transfer and submitting your official transcripts, you should receive a registration appointment within 10 business days.

### Registering for Courses

Sign in to [one.sjsu.edu](https://one.sjsu.edu) > click "MySJSU" > navigate to "Student Center" > click "Enroll" under "Academics" section > choose the semester you want to enroll > click "Continue".

You can now select the class to add. The SJSU Schedule of Classes has the specific class number codes and section numbers you'll need to register.

### Registration Holds

If you have a registration hold, sign in to [one.sjsu.edu](https://one.sjsu.edu) and click on the MySJSU tile, go to self-service, look for the "hold" box on the right column, click "details" to find out how to resolve your hold. If you do not have a hold, you may begin to register at your appointment time. (You do not need to come in person or call us to register.)

### Late Registration

After the initial registration period (Advance Registration) ends, you may still register, but not until the first day of instruction. Late registrants are assessed a \$25 late fee. Late registration is dependent on the space available. Getting the classes you want may be very difficult.

## STEP 8: REGISTER FOR CLASSES CONTINUED

### SCHEDULE OF CLASSES

[sjsu.edu/classes](https://sjsu.edu/classes)

### SJSU CATALOG

[catalog.sjsu.edu](https://catalog.sjsu.edu)

### What will I need to register for classes?

A file of your SJSU admission information, including admission letters, grade reports, copies of transcripts from other schools, placement test scores, and everything related to your enrollment.

Attend all segments of the mandatory orientation.

The SJSU Catalog for descriptions of classes, major and minor requirements, available at [catalog.sjsu.edu](https://catalog.sjsu.edu)

### Once I've registered, can I change my schedule?

If work or family obligations require you to change your schedule, you may make changes to your class schedule before the last day to drop classes.

**Important note:** before dropping any class(es) from your schedule to enroll in a different class, be sure you can successfully add the other course(s). Classes at SJSU fill up quickly. If a course you want is full, search for open sections via MySJSU or MyScheduler (both can be found at [one.sjsu.edu](https://one.sjsu.edu)). Or, place yourself on the class waitlist. It is not guaranteed that you will be able to enroll into waitlisted courses.

### Can I still get academic advising if my transcripts have not been fully evaluated?

Yes. Advisors will advise you on general university expectations and graduation requirements, including general education course requirements. However, once you get your transcript fully evaluated by Admissions, you must meet with an Academic Advisor again to re-examine your general education checklist and progress toward degree completion because changes to your academic plan may have to be made. This is essential if you plan to graduate in a timely manner.

### What if I don't register for the Fall 2022 semester?

Your admission is only good for the Fall 2022 semester. You must attend at least one course during the Fall 2022 semester to maintain your admission. If you do not enroll in courses during the term of your admission and wish to be admitted for a later term, you must submit a new application for the next available term for which you meet the minimum requirements.

# Step 9

## Pay Tuition and Fees

### SCHOLARSHIP AND FINANCING INFORMATION

[sjsu.edu/faso/Scholarships/International\\_Students](https://sjsu.edu/faso/Scholarships/International_Students)

### PAYMENT PLAN OPTION INFORMATION

[sjsu.edu/bursar/payment-refunds/installment-payment-plan](https://sjsu.edu/bursar/payment-refunds/installment-payment-plan)

### INTERNATIONAL WIRE TRANSFER INFORMATION

[sjsu.edu/bursar/payment-refunds/methods-payment/international](https://sjsu.edu/bursar/payment-refunds/methods-payment/international)

### REFUND AND DIRECT DEPOSIT INFORMATION

[sjsu.edu/bursar/payment-refunds/refunds](https://sjsu.edu/bursar/payment-refunds/refunds)

Fees are due after registering for your classes. To see your payment due date, check your MySJSU account under the "Finances" section. You have the option to pay in full or sign up for a payment plan. For details, visit [sjsu.edu/bursar](https://sjsu.edu/bursar)

After you register, sign in to your MySJSU account to view the amount you owe and your payment due date. SJSU does not send invoices to students. It is your responsibility to check your MySJSU account to keep current with your account. Failure to pay by the deadline may result in all of your classes being dropped. For more information about payment methods, fees and payment due dates visit [sjsu.edu/bursar](https://sjsu.edu/bursar)

### Payment Due Dates

**August 12, 2022**

**September 12, 2022**

### Costs of Attendance

Amounts are based on full-time attendance (12 units per semester) for a nine-month academic year. More detailed information about fees can be found at [sjsu.edu/bursar](https://sjsu.edu/bursar)

Tuition and Fees*	\$17,356
Living Expenses	\$23,565
Health Insurance	\$2,180

**Total (required for Declaration of Finance)                      \$43,101**

\* Tuition Fees include \$396.00 per unit for non-residents of California

### Fees are Subject to Change

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after initial fee payments are made, to increase or modify any listed fees, without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by The Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

### Third Party Sponsors

If a Third Party Sponsor, such as a foreign government agency, a business and/or educational institution, agrees to sponsor you by paying your tuition and fees, please get an authorization letter from the sponsor stating how much of your tuition they will cover and for which semesters. Submit the authorization to SJSU's Bursar's Office, Attention: Third Party Technician and retain a copy of the letter for your records.

The Bursar's Office will invoice the sponsor as appropriate for tuition and fees after the add/drop period as long as the sponsored student is registered and has submitted a current letter of authorization.

Learn more at [sjsu.edu/bursar/services/sponsors/3rd\\_party](https://sjsu.edu/bursar/services/sponsors/3rd_party)

### Financial Aid

Please note that international students are not eligible for federal or state financial aid.

### Scholarships

Scholarships are available to international students through SJSU's Financial Aid & Scholarship Office. International students are only eligible for scholarships that are merit-based. Need-based scholarships are part of financial aid, which is unavailable to international students.

To get more information on scholarships, visit [SJSU Financial Aid & Scholarship Office](https://sjsu.edu/bursar/services/scholarships)

## STEP 9: PAY TUITION AND FEES CONTINUED

### PAYMENT PLAN OPTION INFORMATION

[sjsu.edu/bursar/payment-refunds/  
installment-payment-plan](https://sjsu.edu/bursar/payment-refunds/installment-payment-plan)

### SPARTAN BOOKSTORE CHARGES

[sjsu.edu/bursar/our-services/  
spartan-bookstore-voucher](https://sjsu.edu/bursar/our-services/spartan-bookstore-voucher)

### INTERNATIONAL WIRE TRANSFER INFORMATION

[sjsu.edu/bursar/payment-refunds/  
methods-payment/international](https://sjsu.edu/bursar/payment-refunds/methods-payment/international)

### REFUND AND DIRECT DEPOSIT INFORMATION

[sjsu.edu/bursar/payment-refunds/  
refunds](https://sjsu.edu/bursar/payment-refunds/refunds)

## Installment Payment Plans

The university offers payment plans to assist students and their families in making their payments over a period of time. Two payment plans are offered for the fall and spring semesters:

- Tuition and fees payment plan
- Housing payment plan

Students may sign up for both plans if needed and each payment plan has a \$35 fee. The initial payment includes campus mandatory fees, optional SIRF fee, First Day Solutions charges and miscellaneous class fees. These fees must be paid by your payment due date and are not included in the installments.

Eligible charges that can be divided into the installment payments include tuition fees, non-California resident fees, and graduate professional business program fees. A student must have a minimum of \$1,000 in eligible charges to qualify for the payment plan. Visit <https://sjsu.edu/bursar/payment-refunds/installment-payment-plan.php> for more information.

## International Wire Transfers

International students can now make payments via international wire transfer. San José State University has partnered with Flywire to streamline the tuition payment process for our international students. Flywire offers excellent foreign exchange rates, allowing you to pay in your home currency (in most cases) and save a significant amount of money, compared to traditional banks. You will be able to track the progress of your payment throughout the transfer process via a student dashboard, and you will also be notified via email when your payment is received by San José State.

There is no fee charged by SJSU or Flywire for international wire transfers. The bank you use to send the wire transfer usually charges a fee, so check with that bank for the fee schedule.

Learn more at [sjsu.edu/bursar/payment-refunds/methods-payment/international](https://sjsu.edu/bursar/payment-refunds/methods-payment/international)

## Field Trip Fees

A few courses have additional field trip fees ranging from \$11 to \$52.

## Special or Optional Fees

Parking permits are available for students. A daily one-semester parking permit is estimated at \$192.

## Refunds

Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund several days quicker than a paper check and more securely. To enroll, log in to MySJSU, scroll to Finances and select Enroll in Direct Deposit. To learn more visit [sjsu.edu/bursar/payment-refunds/refunds](https://sjsu.edu/bursar/payment-refunds/refunds)

## Bookstore Charges

Registered students can charge books and supplies purchased at the Spartan Bookstore to their MySJSU student account up to \$900 per semester. For more details visit [sjsu.edu/bursar/our-services/spartan-bookstore-voucher](https://sjsu.edu/bursar/our-services/spartan-bookstore-voucher)

## Keeping Your MySJSU Account Current

SJSU has established a business practice whereby all payments apply to the oldest debt on your account. For example, if you are making a registration payment and you have a housing debt with an earlier due date, the payment will apply to the housing charges first. Keep your account current to avoid the possibility of enrollment cancellation.

Any delinquent outstanding charges owed to the university will be submitted to the Franchise Tax Board for tax refund offset. The university, or its agent, has the right to pursue collections in order to repay a delinquent debt owed to the university.

# Step 10

## Submit Final Official Transcripts

**NEXT STEPS**  
[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

We review your final official transcripts to verify that you completed all required courses for admission. This includes passing required courses with a C- or better. Final transcripts must be submitted by **Friday, July 15**.

If you have AP, IB, AS, Advanced Level Exams, or CLEP exam results, please have official score reports sent to SJSU by the testing agency as soon as they are available.



**Manage**  
MBA Business Administration



# Step 11

## Complete Immigration Document Process

### INTERNATIONAL STUDENT AND SCHOLAR SERVICES (ISSS)

[sjsu.edu/iss](https://sjsu.edu/iss)

408-924-5920

[international-office@sjsu.edu](mailto:international-office@sjsu.edu)

### VISA INTERVIEW INFORMATION

[sjsu.edu/iss/new-students/pre-arrival/visa-interview](https://sjsu.edu/iss/new-students/pre-arrival/visa-interview)

### F-1 Visas

#### Coming from a U.S. Institution

To complete this process, you must show your admission letter and the SJSU “SEVIS Transfer In Form” to your current school’s international office. You can find the form under “SEVIS Transfer In Form” on [sjsu.edu/iss/resources/student-forms](https://sjsu.edu/iss/resources/student-forms)

This form is not mandatory but optional; it is used to let your current institution know that you wish to transfer to SJSU. Once your current institution sends your electronic I-20 document through SEVIS, then you will receive a Transfer-Pending Form I-20 from SJSU.

#### Coming from Outside the U.S.

You will receive a U.S. Immigration Form I-20 directly from San José State in the mail with your letter of admission. To start the process to obtain an F-1 student visa, first complete the I-901 form online through SEVIS at [ice.gov/sevis/i901](https://ice.gov/sevis/i901) then pay the SEVIS fee and print out the receipt. To obtain your F-1 visa, make an appointment for a visa interview and go to the nearest U.S. Consulate with the following:

- Your current passport
- SJSU admission letter
- Your I-20 (Certificate of Eligibility) form
- Proof (receipt) of SEVIS payment
- Proof of financial support
- Other supporting documents, as indicated on the website of the U.S. Embassy or Consulate you will be visiting

For more information on preparing for a visa interview, visit [sjsu.edu/isa/new/pre-arrival/visa-interview](https://sjsu.edu/isa/new/pre-arrival/visa-interview)

#### Customs and Immigration at the Airport

Please expect this process to be a lengthy experience and prepare in advance. You must keep the following documents in your carry-on luggage so you are able to present them to a Customs and Border Patrol officer:

- Passport (must be valid for at least six months after the date of entry)
- F-1 visa stamp, valid at the time of entry\*
- Form I-20, must be valid
- Proof of financial support and resources reflected on Form I-20
- Tuition and/or Housing receipt(s), if you have made payments prior to your arrival
- SEVIS fee receipt

Canadian citizens are not required to apply for a visa to enter the U.S. as an F-1, but must still pay the SEVIS Fee and present their Form I-20 at the U.S. port of entry.

For more information on preparing for Customs and Immigration at the airport, visit [sjsu.edu/iss/new-students/pre-arrival/visa-interview](https://sjsu.edu/iss/new-students/pre-arrival/visa-interview)

Upon arrival at SJSU, you must complete your Immigration Document Check-In at the Office of International Student and Scholar Services (ISSS). For more information, visit [sjsu.edu/iss](https://sjsu.edu/iss)

# Step 12

## Purchase Health Insurance

### ENROLL ONLINE FOR HEALTH INSURANCE

[sjsu.edu/isss/resources/health-insurance](https://sjsu.edu/isss/resources/health-insurance)

### INTERNATIONAL STUDENT AND SCHOLAR SERVICES

408-924-5920

[international-office@sjsu.edu](mailto:international-office@sjsu.edu)

SJSU requires all students to have medical insurance, and all international students are required to purchase the SJSU health insurance coverage prior to registering for classes. You can register for the mandatory SJSU health insurance online. This is required even if you already have insurance coverage in your home country, from family, or other sources.

Learn how to enroll at [sjsu.edu/isss/resources/health-insurance](https://sjsu.edu/isss/resources/health-insurance)

You can buy your insurance for the year, or for a semester at a time. If you have questions about purchasing your insurance, contact International Student and Scholar Services at [international-office@sjsu.edu](mailto:international-office@sjsu.edu) or 408-924-5920.

**Ali**  
Environmental Studies



# Step 12

## Attend Global Spartan Welcome (GSW)

### INTERNATIONAL STUDENT GLOBAL SPARTAN WELCOME

[sjsu.edu/iss/events/global-welcome](https://sjsu.edu/iss/events/global-welcome)

F-1 students are required to attend Global Spartan Welcome (GSW), a program specifically for international students. During the Global Spartan Welcome, you will receive information on how to maintain your F-1 status and other useful information to help you adjust to your new life at SJSU. More details can be found on the Global Spartan Welcome page on the ISSS website and will be sent to you through your MySJSU sjsu.edu email account.

Please check your email regularly for communication from ISSS regarding the required documents and information to complete your immigration check-in and maintain your F-1 status. The immigration document check-in process is a federal requirement.



**Viridiana**  
Business Management  
Information Systems

# Important Resources



SJSU'S OFFICIAL MASCOT  
IS THE SPARTAN

**SJSU CATALOG**  
[catalog.sjsu.edu](http://catalog.sjsu.edu)

**STUDENT CODE OF  
CONDUCT**  
[sjsu.edu/studentconduct/policies](http://sjsu.edu/studentconduct/policies)

**ACCESSIBLE EDUCATION  
CENTER INFORMATION**  
[sjsu.edu/aec](http://sjsu.edu/aec)

## Student Responsibilities and Rights

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution (S90–5). Students are encouraged to consult the Student Responsibilities and Rights section of the SJSU Catalog ([catalog.sjsu.edu](http://catalog.sjsu.edu)) to ensure an understanding of the resources, requirements, and programs designed to support students' academic and personal growth, as well as review important university policies and procedures every student at SJSU is responsible for knowing and upholding.

## Student Code of Conduct

Members of SJSU are expected to uphold the community standards and demonstrate academic integrity, accountability for one's actions, respect for oneself and one's community, and personal development. It is, therefore, important that students familiarize themselves with the Student Conduct Code and Academic Integrity Policy for which they are accountable. This information can be found in the SJSU university catalog, schedule of classes, at [sjsu.edu/studentconduct/policies](http://sjsu.edu/studentconduct/policies)

## Students with Disabilities

The Accessible Education Center (AEC) provides academically related accommodations and services for students with disabilities. To qualify, students must complete an AEC application and meet with an AEC Counselor. A wide spectrum of accommodations/services/auxiliary aides are available to students based on individual needs. Accommodations include, but are not limited to: Consideration for priority registration, note takers, sign language interpreters/Captioners, test accommodations, academic counseling, disability management and assistive technology training.

Students can register with the AEC anytime during the semester; however, it is recommended students provide the AEC with disability verification as soon as possible to assist them. Visit AEC's website ([sjsu.edu/aec](http://sjsu.edu/aec)) for more information.

## Statement of Nondiscrimination

The California State University (CSU) is committed to maintaining an inclusive community that values diversity and fosters tolerance and mutual respect. CSU does not discriminate, and does not tolerate discrimination, on the basis of sex or gender, which includes gender identity (including transgender), gender expression, sexual orientation or sex stereotype in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex or gender or sexual orientation in employment, as well as in all education programs and activities operated by the University (both on and off campus). The protection against discrimination on the basis of gender or sexual orientation includes sexual harassment, sexual misconduct, and dating and domestic violence and stalking.

The Office of Equal Opportunity is responsible for oversight of compliance with non-discrimination, harassment, and retaliation based on Age, Disability (physical and mental), Genetic Information, Marital Status, Medical Condition, Nationality, Race or Ethnicity (including color or ancestry, Religion (or Religious Creed), and/or Veteran Status or Military Status, and other characteristics that make our community unique.

For more information related to Title IX including who to contact and links to policies, please visit: [sjsu.edu/titleix/help/nondiscrimination-notice](http://sjsu.edu/titleix/help/nondiscrimination-notice)

# Contacts

For a complete campus directory of faculty, staff and departments, visit [sjsu.edu/directory](https://sjsu.edu/directory)

## FACULTY, STAFF AND DEPARTMENTAL DIRECTORY

[sjsu.edu/directory](https://sjsu.edu/directory)

### **Accessible Education Center**

[aec-info@sjsu.edu](mailto:aec-info@sjsu.edu)  
408-924-6000

### **Admissions (Undergraduate Admissions Office)**

[admissions@sjsu.edu](mailto:admissions@sjsu.edu)  
International Admissions  
[international-admissions@sjsu.edu](mailto:international-admissions@sjsu.edu)  
408-283-7500

### **Advising**

[undergraduate-advising@sjsu.edu](mailto:undergraduate-advising@sjsu.edu)  
408-924-2447

### **Athletics**

408-924-1200  
Twitter: @SJSUAthletics  
Instagram: SJSUSpartans  
Facebook: SJSUSpartans

### **Bookstore**

408-924-1800

### **Career Center**

[careerhelp@sjsu.edu](mailto:careerhelp@sjsu.edu)  
408-924-6031

### **Class Schedules**

[sjsu.edu/classes](https://sjsu.edu/classes)

### **Housing (International House, I-House)**

[ihouse@sjsu.edu](mailto:ihouse@sjsu.edu)  
408-924-6570

### **Housing (University Housing Services)**

[uhs-frontdesk@sjsu.edu](mailto:uhs-frontdesk@sjsu.edu)  
408-795-5600

### **International Recruitment and Partnerships**

[global-students@sjsu.edu](mailto:global-students@sjsu.edu)  
408-924-2670

### **International Student and Scholar Services**

[international-office@sjsu.edu](mailto:international-office@sjsu.edu)  
408-924-5920

### **Library (Dr. Martin Luther King, Jr. Library)**

Instagram: @sjsulibrary  
Twitter: @sjsulibrary  
408-808-2300

### **Maps/Directions to SJSU**

[sjsu.edu/about\\_sjsu/visiting](https://sjsu.edu/about_sjsu/visiting)  
[sjsu.edu/map/directions](https://sjsu.edu/map/directions)

### **New Student and Family Programs**

(for Spartan Experience for Transfers questions)  
[transfer-orientation@sjsu.edu](mailto:transfer-orientation@sjsu.edu)  
408-924-5972

### **Parking**

Purchase parking permits online only

### **Registration (Registrar's Office)**

[registrar@sjsu.edu](mailto:registrar@sjsu.edu)  
408-283-7500, option 3

### **Spartan Eats Dining Services**

### **Testing Office**

[testing-office@sjsu.edu](mailto:testing-office@sjsu.edu)  
408-924-5980

### **Tours of SJSU**

(virtual campus tour)  
[sjsu.edu/soar](https://sjsu.edu/soar)  
[outreach@sjsu.edu](mailto:outreach@sjsu.edu)  
408-924-2786

### **Transportation Solutions**

[transportation@sjsu.edu](mailto:transportation@sjsu.edu)  
408-924-7433

### **Tuition (Bursar's Office)**

Fees, Payments and Refunds  
[bursar@sjsu.edu](mailto:bursar@sjsu.edu)  
408-924-1601

### **Tutoring and Mentoring Services (Peer Connections)**

[peerconnections@sjsu.edu](mailto:peerconnections@sjsu.edu)  
408-924-2587

### **CONNECT WITH SJSU**

 [facebook.com/sanjosestate](https://facebook.com/sanjosestate)

 @SJSU\_ES

 @sjsu\_ES

**SJSU** | STUDENT AFFAIRS

ENROLLMENT MANAGEMENT  
Office of Undergraduate  
Admissions and Outreach

#### **San José State University**

One Washington Square  
San José, CA 95192-0016  
408-283-7500  
[sjsu.edu/admissions](https://sjsu.edu/admissions)

Photography by: Dan Liberti

All information, dates, test scores, and fees subject to change without notice.  
This brochure is available in alternative formats (braille, digital, etc.) upon request.

On Cover  
Wendy, Psychology