

## TERMS AND CONDITIONS

### International Freshman Admission | Fall 2016

#### Definition of Provisional Admission

Your admission is “provisional” based on the academic information provided on your official documents. This offer of admission is good only for this term and may not be deferred to another semester. To ensure your enrollment and attendance at SJSU, all of the mandatory steps below must be completed. Detailed information on each of the steps can be found in the Fall 2016 Steps to Enrollment for International Freshmen link posted to your MySJSU account.

#### Complete the next steps intent to enroll process by Sunday, May 1, 2016

Complete the following steps in the Intent to Enroll process on the Next Steps website (<https://nextsteps.sjsu.edu>) between **Monday, February 1 and Sunday, May 1, 2016** (11:59 p.m. Pacific Standard time):

1. Indicate through the Intent to Enroll link that you accept SJSU’s offer of provisional admission. Once you “accept,” you are making a commitment to attend SJSU and certify that you agree to these terms and conditions.
2. Sign up for all required placement exams. See the Steps to Enrollment for International Freshmen virtual brochure posted to your MySJSU account for details regarding test dates and required exams.
3. Sign up for mandatory Frosh Orientation.
4. Pay the \$250 nonrefundable fee for mandatory Frosh Orientation.
5. If required, sign up for campus housing at [sjsu.edu/housing](http://sjsu.edu/housing) or International House at [sjsu.edu/ihouse](http://sjsu.edu/ihouse).
6. **Wait 3-5 business days.** An email confirmation will be sent to you from the [nextsteps@sjsu.edu](mailto:nextsteps@sjsu.edu) email address. Print and keep this email—it is your Next Steps receipt for Orientation.

**If you do not complete the entire Next Steps Intent to Enroll process by May 1, 2016, we will withdraw your application.** Please contact [nextsteps@sjsu.edu](mailto:nextsteps@sjsu.edu) before the deadline if you have any problems completing these steps.

#### Take Placement Exams

If required, you must satisfy the Entry Level Math (ELM) and English Placement Test (EPT) requirement before you can register for classes. Step two of the Next Steps process will indicate if you are required to take the ELM, the EPT, or both exams. You must take any required placement exams no later Saturday, August 13, 2016 or you will not be allowed to enroll in the Fall 2016 term.

#### Send Final Transcripts by July 15, 2016

Plan now to send your official, final, secondary school transcript with your graduation date or diploma included. This document must be postmarked no later than Friday, July 15, 2016. Failure to submit your transcript will result in your admission being withdrawn. If you have taken college courses, you must submit official college transcripts for any college coursework that you completed while in secondary school by July 15.

Please note that proof of your secondary school graduation is required. If your secondary transcript does not include your date of graduation, you will need to provide a copy of your diploma, which indicates your date of graduation.

#### Where to send transcripts

San José State University  
Undergraduate Admissions  
One Washington Square  
San José, CA 95192-0016

#### Complete the I-20 Process

If you live out of the country, you will receive your I-20 with your admission letter.

If you are currently attending an educational institution in the U.S., you must download and complete the required “Transfer In Form” at [sjsu.edu/isa/forms](http://sjsu.edu/isa/forms) or you will not be allowed to enroll. Do not delay! SJSU must have this form on file to complete the I-20 process for you.

#### Clear Your Medical Insurance Hold

International students must provide proof of approved medical insurance before registering for classes. Insurance holds and purchasing of insurance are handled through the International Student and Scholar Services (ISSS) office. See [sjsu.edu/isa](http://sjsu.edu/isa) for more information.

#### Monitor Your MySJSU Account – EXTREMELY IMPORTANT

SJSU communicates almost entirely by messages and “To Do List” items posted to your MySJSU account. Check <http://my.sjsu.edu> frequently for updates to your status, important messages, and invitations to upcoming events. You are responsible for compliance with all deadlines posted on your MySJSU account regarding outstanding documents. Failure to do so may result in your application or admission being withdrawn, even if you have signed up for housing, attended orientation, or registered for classes.

#### Sign up for Campus Housing (Optional)

If required, sign up for campus housing at [sjsu.edu/housing](http://sjsu.edu/housing) or SJSU’s International House at [sjsu.edu/ihouse](http://sjsu.edu/ihouse).