Welcome future Spartan to San José State University.
To officially enroll for the Fall 2016 semester, please follow the steps in this guide. Make sure to sign up and pay for a mandatory orientation program when you submit your Intent to Enroll—no later than Sunday, May 1, 2016.
# Table of Contents

- SJSU Points of Pride ..................................3  
- Calendar – Fall 2016 ..................................4  
- MySJSU Account ......................................5  
- Intent to Enroll ........................................6  
- Final Documents & Transcripts ...7  
- Frequently Asked Questions ......8  
- Frosh Orientation .................................9  
- Contacts ............................................9  
- Placement Tests in Math and English ........11  
- Costs .............................................12  
- Housing ..........................................14
SJSU Points of Pride

1. SJSU was ranked eighth overall among the West’s top public universities offering bachelor’s and master’s degrees.

2. SJSU received more than 56,000 applications (5,500 international applicants) from prospective students for Fall 2015, setting a new SJSU record.

3. Silicon Valley companies hire more San José State students and alumni than any other college or university in the country.

4. As a Spartan, you get the best Silicon Valley has to offer, while having fun nearby in the Pacific Ocean, Yosemite National Park and San Francisco.

5. San José State’s student body reflects the diversity of the Bay Area, one of the most diverse regions in the world.

6. Among your fellow Spartans were over 2,700 new and returning international students (including 845 undergraduates) enrolled for Fall 2014.

7. San Jose State’s Division I Athletics teams earned an all-time high Academic Progress Rate (APR) from the NCAA.

8. You’ll enjoy a newly expanded Student Union and a new Student Wellness Center.

9. Spartans are leaders in sustainability with our comprehensive recycling program, bike and car share programs, and new buildings in progress designed to meet LEED standards.

10. SJSU was selected as a regional winner of the 2015 W.K. Kellogg Foundation Community Engagement Scholarship Award for the university’s community outreach initiatives.

Stay Committed to the Process (Read Everything)

There are consequences if you miss deadlines

Deadlines are very important and in place to help you through the admissions process. You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility. Sign in to your MySJSU account every few days and read thoroughly any messages, “To Do List” items, or posted deadlines, and then take the requested action as soon as possible. We rarely post generic messages. If a message is posted to your account assume that it applies to you specifically.

Take responsibility

☐ Monitor your own status
☐ Meet deadlines
☐ Attend orientation
☐ Pay bills on time

These items are all part of accepting responsibility for your own success.

Additional pre-arrival information

Excellent advice and instructions are posted at sjsu.edu/iss
Calendar – Fall 2016

March 2016
Saturday, March 19
EPT/ELM exam

April 2016
Friday, April 1
Priority Housing Application Deadline

Saturday, April 9
Admitted Spartan Day

Saturday, April 16
EPT/ELM Exam

May 2016
Sunday, May 1
Intent to Enroll Deadline
Housing Application Deadline

Monday, May 2
Fall 2016 Class Schedule goes live at http://info.sjsu.edu/home/schedules.html
Fall 2016 Enrollment appointments posted on http://my.sjsu.edu

Saturday, May 7
EPT/ELM exam

Monday, May 30
Memorial Day – campus closed

Tuesday, May 31 – Sunday, August 21
Advance Registration for Fall 2016

July 2016
Monday, July 4
Independence Day – campus closed

Tuesday, July 12 – Wednesday, July 13
FROSH ORIENTATION SESSION 1

Friday, July 15
Final transcripts/document deadline

Friday, July 15 – Saturday, July 16
FROSH ORIENTATION SESSION 2

Thursday, July 21 – Friday, July 22
FROSH ORIENTATION SESSION 3

Monday, July 25 – Tuesday, July 26
FROSH ORIENTATION SESSION 4

Friday, July 29 – Saturday, July 30
FROSH ORIENTATION SESSION 5

August 2016
Tuesday, August 2 – Wednesday, August 3
FROSH ORIENTATION SESSION 6

Monday, August 8 – Tuesday, August 9
FROSH ORIENTATION SESSION 7

Saturday, August 13
EPT/ELM exam

Sunday, August 14
International House – Contract Move-in Date

Monday, August 15 – Tuesday, August 16
FROSH ORIENTATION SESSION 8

Saturday, August 20 – Tuesday, August 23
Housing: Campus Village apartments, CV2, Classics, and Suites open to all residents

Sunday, August 16
• Fall 2016 Advance Registration closes at 11:59 pm
• Last day to withdraw for 100% refund of Fall 2016 fees

Monday, August 22 – Tuesday, August 23
No registration activity on MySJSU

Wednesday, August 24
• First day of instruction
• Late registration begins
• Late add fee of $25 assessed

Wednesday, August 24 – Tuesday, September 13
Late Registration period
(Registration via MySJSU starts after 7 a.m., requires instructor’s permission)

September 2016
Monday, September 5
Labor Day – campus closed

Tuesday, September 6
Last day to drop a class without a “W” grade

Tuesday, September 13
• Last day to add courses
• Last day to submit Credit/No Credit (audit) grading option
• Last day to submit instructor drops
MySJSU Account

SJSU communicates by posting items to your “To Do List” in your MySJSU account or by sending messages to your MySJSU account. Be sure to check your MySJSU account at least once a week for important notices. Even if someone else manages your account (an agent or relative, for example), you are responsible for meeting all deadlines.

If you have not signed in to your MySJSU account, do so immediately!

To access your MySJSU account:

1. Look for an email with your SJSU ID
   Approximately one week after applying at CSUMentor, you should have received an email (sent to the email address listed on your application) with your nine-digit SJSU ID included. This nine-digit number will be your primary SJSU identification number while studying at San José State. Losing this number can be a problem, so put it in a safe but accessible place. Make sure the spam filters on your email account are set to accept email from @sjsu.edu.

2. Set the password to access your MySJSU student account and SJSUOne wireless account on campus
   Go to https://sjsuone.sjsu.edu/SJSUOne/ResetPassword and enter the nine-digit SJSU ID you received in Step One.
   Choose one of the two options listed to set your password for the first time. This same process will also allow you to reset your password.

3. Sign in to your MySJSU student account at http://my.sjsu.edu
   Click on the blue “MySJSU Sign In” button and enter your nine-digit SJSU ID and the password you created in Step Two.
   Make sure your personal information is up-to-date; your email address is critical!
   Confirm your email address and update, if necessary. Be sure to set your filters to accept messages from the @sjsu.edu domain.

4. Check your MySJSU account frequently
   Check your MySJSU account at least once a week for important and timely notices, such as deadline requirements, fees posted, payment due dates, enrollment appointment time, and information regarding tests, transcripts or deadlines. You are responsible for monitoring your progress throughout the entire enrollment process, and you must take action by posted deadlines! Failure to do so will result in your application being withdrawn.

Need Help with MySJSU?
View MySJSU tutorials at http://my.sjsu.edu/students/student_tutorials/index.html

Lost SJSU ID or password?
Click on the yellow “Create/Reset Password” button at http://my.sjsu.edu

Nandan Goudar
Computer Engineering
Intent to Enroll

For Fall 2016, you must complete the multi–step Next Steps Intent to Enroll process by 11:59 pm (Pacific Standard Time) on Sunday, May 1, 2016 or your admission will be automatically withdrawn. If you anticipate any problems completing the required steps below by the stated deadlines, contact nextsteps@sjsu.edu immediately!

The Next Steps Intent to Enroll site will open on Monday, February 1, 2016. You must complete the Intent to Enroll process between Sunday, February 1 and Sunday, May 1, 2016.

STEP 1 of 4
Submit your Intent to Enroll after the site opens on Monday, February 1, 2016.
1. Go to https://nextsteps.sjsu.edu
   You will need the following information to complete the online process:
   Your nine–digit SJSU ID (provided on your Letter of Admission)
   – And –
   PIN (month and day of your birth date). For example, January 21 is 0121.
2. Tell us your plans
   YES – I intend to enroll at SJSU for the Fall 2016 semester. Your admission is good only for this term. You may not defer your enrollment to a later semester. You are not done until you complete the rest of the steps.
   – OR –
   NO – I will not attend SJSU for the Fall 2016 semester. Your application will be withdrawn from further consideration.

STEP 2 of 4
Sign up for required placement exams
If required, you must complete the Entry Level Mathematics (ELM) test and the English Placement Test (EPT) no later than Saturday, August 13, 2016. You must register for the exams at least two weeks prior to this date – six weeks if taking the exams outside the U.S. (See “Placement Tests in Math and English” section for more information). Space is limited so sign up early. Please note that you will not be allowed to register for any classes until SJSU has received your scores.
Contact testing–office@sjsu.edu as soon as possible if you anticipate visa limitations that will prohibit you from entering the country in time to make this deadline.

STEP 3 of 4
Sign up for mandatory Frosh Orientation
Frosh Orientation is a mandatory, two–day program that will acquaint you with the campus, introduce you to your college and major department, and provide you with critical academic planning information. There is a non–refundable $250 fee to attend.
You are required to attend the entire program. If you do not attend or leave during any portion of the program, your admission will be withdrawn and you will need to reapply for the next available term. Parents/guardians and family members are highly encouraged to attend as well. Note: there is a separate non–refundable registration fee for each parent/guardian and family member.

STEP 4 of 4
Pay for mandatory orientation
Once you choose an orientation session, you will be directed to pay the non–refundable $250 fee online via credit card. Three to five business days after submitting your online payment, you will receive an email receipt from nextsteps@sjsu.edu that confirms completion of the Next Steps Intent to Enroll process. Print and keep this for your records. You will refer to it when communicating with SJSU staff.
Your receipt will also be posted to your Next Steps account for your reference. If you have do not receive this confirmation within five business days of submitting your payment, contact nextsteps@sjsu.edu

To–Do List

Mandatory
☐ Complete the Next Steps Intent to Enroll process at https://nextsteps.sjsu.edu after Monday, February 1, 2016 and no later than 11:59 p.m. (Pacific Standard Time) on Sunday, May 1, 2016.
☐ Complete your work currently in progress and graduate.
☐ Check your “To Do List” in your MySJSU student account.
☐ Arrange to take the ELM and EPT, if required, no later than the last SJSU test date of Saturday, August 13, 2016.
☐ Attend your mandatory Frosh Orientation session (registration is part of the Intent to Enroll process).
☐ If coming from another school in the U.S., submit the SJSU Transfer In Form to your current school at sjsu.edu/isa/forms/
☐ Purchase health insurance prior to registering for classes (see “Health Insurance” section).
☐ Send transcripts—due Friday, July 15, 2016 (see “Final Documents and Transcripts”).

Important
☐ Read the SJSU Catalog online at http://info.sjsu.edu/home/catalog.html
☐ Read the SJSU Schedule of Classes at http://info.sjsu.edu/home/schedules.html
☐ Like SJSU Enrollment Services at facebook.com/SJSUEnrollment
☐ Follow SJSU Enrollment Services on Twitter @SJSU_ES
Final Documents & Transcripts

• All supporting documents, including transcripts with coursework through Spring 2016, must be postmarked by Friday, July 15, 2016.

• Transcripts/Mark Sheets: Transcripts with final grades for all courses must be submitted to maintain your eligibility to enroll.

• Test Scores (TOEFL, IELTS, Advanced Level/A Level, AP exams) and IB diploma must also be sent directly to SJSU from the testing agency.

• To speed up transcript processing time you are highly encouraged to request that your institution send electronic transcripts to San Jose State University. If you must have your transcripts mailed, please include your assigned nine-digit SJSU ID# on the requested transcripts. All transcripts must be sealed and unopened to be accepted as official documents. PLEASE NOTE: COPIES OF TRANSCRIPTS OR OPENED TRANSCRIPTS WILL NOT BE ACCEPTED. Once submitted to SJSU, documents become the property of the university and cannot be released. Send transcripts to:

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

Continue to check MySJSU for important messages, required documents, and deadlines.

**CORRECT WAY to submit documents**

**WRONG WAY to submit documents**

All other documents (bank statement, Declaration of Finance, and photocopy of current passport) can be mailed or submitted electronically in individual PDF formatted files (one PDF for each requested document). If possible, please submit them electronically (PDF only) to sa-adm-wrkflow@sjsu.edu

The following are steps for submitting items by email.

• Convert documents to PDF format. Free PDF converters are available at primopdf.com or freepdfconvert.com

• Make sure the documents are readable, with your name or the name of your institution at the top of the page, and in individual files (one PDF per document).

• Include your nine-digit SJSU ID and your first and last name as it appears on your passport in the BODY of the email message.

• Send email with attachments to sa-adm-wrkflow@sjsu.edu
  One email may contain multiple PDF files.

Please note: After your documents have been submitted, it may take up to three weeks for your “to-do” list items on your MySJSU account to be updated. Avoid delays; apply early, and submit documents as soon as possible in the approved format.
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. Failure to submit your transcript(s) 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 this summer?
You may not use coursework from summer courses to complete admission requirements.

Can I defer my admission to another term?
No, your admission is good for one term only. If you wish to be considered for a later term, you must reapply for the next available term for which you meet the minimum requirements.

I am provisionally admitted; what if I earn “D” or “F” grades?
Your final transcript must show that you have passed required courses for admission with the equivalent of a U.S. “C–” or better prior to your high school graduation date. We will withdraw your admission for failure to meet this standard.

Change of 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.

F–1 Visas

Coming from a U.S. Institution
Prior to the end of your last semester, you will need to have your current school transfer your I–20 to SJSU. To complete this process, you will need to do the following:
- Show your admission letter and the SJSU “Transfer In Form” to your current school’s international office. You can find the form at sjsu.edu/isa/forms under SJSU “Transfer In Form”. Fill out the top section of the form and ask the school to complete the remaining sections and fax the form to 408–924–2035.
- Complete your Immigration Document Check–in at the Office of International Student and Scholar Services (ISSS) at SJSU. For more information, visit sjsu.edu/iss

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/901 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

For more information on preparing for a visa interview, visit sjsu.edu/isa/new/pre-arrival/visa-interview/index.html

Additional information can be found at travel.state.gov/content/visas/english/study-exchange/student.html

Upon arrival to 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/sss

Health Insurance
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. To enroll, go to http://studentinsurance.wellsfargo.com

Then, select “Find Your School Plan” and type “San Jose State University.” Select “2016-2017 San Jose State Univ.- International.” 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 408–924–5920 or international-office@sjsu.edu

Immunization
As a new student, you will need to provide proof of Measles (sjsu.edu/studenthealth/requirements/measles-rubella) and Hepatitis B (sjsu.edu/studenthealth/requirements) immunizations prior to enrollment. If you don’t have documentation, go to the SJSU Health Center to get your shots and proof of immunizations. Bring the forms to the Student Services Center or fax them to 408–924–2077.

International Freshmen Steps to Enrollment Fall 2016
Frosh Orientation
(Mandatory)

Frosh Orientation is a mandatory two–day program that will acquaint you with the campus, give you an opportunity to meet other incoming Spartans, introduce you to your college and major department, and provide you with critical academic planning information. All admitted students must attend orientation and participate in the entire program. If you do not attend or leave during any portion of the orientation, you will be blocked from registering for classes and will not be able to attend SJSU in Fall 2016. Students who arrive late will not be allowed to attend the program.

During Frosh Orientation, you will:

• Be welcomed from SJSU administrators, faculty, staff, and students and learn what it means to be part of the Spartan community.
• Connect with current undergraduate student leaders in small groups and have an opportunity to ask them questions about campus life.
• Be provided general campus information to maximize your first-year experience and student success.
• Learn tools to best navigate key university services and resources.
• Meet with academic advisors to plan your class schedule and register for courses for the Fall semester.
• Review what’s next before you start classes.

How do I register for orientation?
You will sign up for orientation in Step 3 of the multi–step Next Steps Intent to Enroll Process. Register and attend early for best class selection. Requests to switch session dates will not be honored.

Frosh Orientation Session Dates

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Tuesday, July 12 – Wednesday, July 13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session 2</td>
<td>Friday, July 15 – Saturday, July 16</td>
</tr>
<tr>
<td>Session 3</td>
<td>Thursday, July 21 – Friday, July 22</td>
</tr>
<tr>
<td>Session 4</td>
<td>Monday, July 25 – Tuesday, July 26</td>
</tr>
<tr>
<td>Session 5</td>
<td>Friday, July 29 – Saturday, July 30</td>
</tr>
<tr>
<td>Session 6</td>
<td>Tuesday, August 2 – Wednesday, August 3</td>
</tr>
<tr>
<td>Session 7</td>
<td>Monday, August 8 – Tuesday, August 9</td>
</tr>
<tr>
<td>Session 8</td>
<td>Monday, August 15–Tuesday, August 16</td>
</tr>
</tbody>
</table>

Is there a fee to attend?
Yes, there is a non–refundable $250 fee to attend. You will submit payment in Step 4 of the Next Steps Intent to Enroll process (https://nextsteps.sjsu.edu).

Is attendance mandatory?
Yes, attendance is mandatory and you will not be able to register for classes without attending a mandatory orientation.

What if I can’t attend?
Your admission will be withdrawn, and you will not be able to attend SJSU in Fall 2016. You must arrange your personal schedule to attend a mandatory orientation session.

Disability Accommodations
This event is wheelchair accessible. 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 orientation date.

If you have questions contact, Student Involvement at: orientation@sjsu.edu, parents@sjsu.edu (for parents of admitted SJSU students), or 408–924–5972, or visit sjsu.edu/getinvolved/orientation

Immigration Session
Check in with International Student and Scholar Services in Clark Hall Room 543 following your Frosh Orientation session to ensure the following:

• Learn about F-1 benefits
• Maintain your legal non-immigrant status in the U.S.
• Complete your immigration transfer from another U.S. institution to SJSU, as applicable

9
Placement Tests in Math and English

All freshmen are required to complete placement tests in both math and English. These placement tests are called the Entry Level Mathematics (ELM) exam and the English Placement Test (EPT). SJSU requires admitted freshmen who are not exempt to take the ELM and EPT. The last EPT/ELM available at SJSU is Saturday, August 13, 2016. Students can be exempt from these exams by scores earned on other appropriate tests such as the SAT, ACT, Advanced Placement (AP), and A and AS Level Exams (Math only). Students who are exempt must provide proof prior to completing Next Steps.

You will not be allowed to register for any classes until we receive proof of exemption or test scores for the ELM and EPT.

Students have three options for taking the ELM and EPT:

**Option 1:** Take the ELM/EPT at any of the 23 California State Universities (including SJSU) by **Saturday, May 7**.
Visit ets.org/csu/registration/dates/ for a full list of testing locations and dates.

**Option 2:** Take the ELM/EPT in another U.S. state other than California, or outside the U.S., by Friday, June 12. This ensures SJSU will receive scores in time for course registration. There is an additional fee for testing outside of California. For questions regarding out-of-state testing, please call 1–925–808–2142 or email csuoutofstate@ets.org. Visit ets.org/csu/registration/dates to register.

**Option 3:** Take the ELM/EPT at SJSU on **Saturday, August 13, 2016**.
This option is specifically created for students who are unable to test prior to entering the U.S. Please note that taking the exam(s) on this date will affect your registration for courses because ELM/EPT scores are required to register for courses at SJSU. To register for the **August 13** exam(s), contact the Testing office at testing–office@sjsu.edu as soon as possible.

Exemptions

To determine if you are exempt from taking the ELM and the EPT, consult your status in Step Two of the Intent to Enroll process (https://nextsteps.sjsu.edu). If the exemption status displayed in your Next Steps account does not match your actual exemption status, this means that SJSU does not have all of your official test scores on file. You must send us all official test scores that prove your exemption status or we will require you to take the placement exams. If you still need to take one or both of these exams, register now!

For testing information, email testing–office@sjsu.edu or visit testing.sjsu.edu

Importance of Exams

Be aware, the scores you earn on the ELM exam and EPT could cause you to be placed into mandatory remedial courses during your first year at SJSU. Since this can impact the length of time it will take you to earn your degree, we strongly recommend that you prepare for these exams and plan any overseas travel to the U.S. that allows for a transition period.

Prepare for Exams

Visit the Testing website at https://testing.sjsu.edu for:

- Links to other test sites in the CSU
- Test instructions
- Sample questions and problems contained in Focus on Math and Focus on English

English Placement Test preparation: csuenglishsuccess.org/exam_prep_esw
Entry Level Mathematics preparation: csumathssuccess.org/exam_prep

Contacts Continued

**Orientation (Frosh)**
sjsu.edu/getinvolved/orientation
orientation@sjsu.edu
parents@sjsu.edu
408-924-5972

**Registration (Office of the Registrar)**
sjsu.edu/registrar
registrar@sjsu.edu
408-283-7500, option 3

**Tours of SJSU**
youvisit.com/tour/sjsu?pl (virtual campus tour)
sjsu.edu/soar
outreach@sjsu.edu
408-924-2786

**Transportation Solutions**
http://as.sjsu.edu/asts
transportation@sjsu.edu
408-924-7433

**Tuition and Fees (Bursar’s Office)**
sjsu.edu/bursar
bursar@sjsu.edu
408-924-1601

**Tutoring and Mentoring Services**
Peer Connections
http://peerconnections.sjsu.edu
peerconnections@sjsu.edu
408-924-2587

**Social Media**
facebook.com/SJSUEnrollment
facebook.com/sanjosestate
http://instagram.com/sjsu_es
http://twitter.com/SJSU_ES
English Placement Test (EPT) Exemptions

If SJSU does not have official test scores from you that meet one of the following exemption categories, you will be required to take the EPT.

**National Standardized Tests**
- SAT 500 or higher on the critical reading section
- ACT: 22 or higher on the English test
- AP: 3 or higher on the Language & Composition or Literature & Composition Tests
- IB: 4 or higher on the English Language A1 HL
- CLEP: 50 or higher on the College Composition or College Composition Modular test

**Community College Credit**
- Complete a course that satisfies Area A-2 of General Education with a grade of C or higher

Entry Level Mathematics (ELM) Exemptions

If SJSU does not have official test scores from you that meet one of the following exemption categories, you will be required to take the ELM exam.

**National Standardized Tests**
- SAT 550 or higher on SAT I Mathematics Reasoning or SAT II Mathematics Level IC or IIC
- ACT: 23 or higher on the mathematics test
- AP: 3 or higher on the Statistics, Calculus AB or BC test
- IB: 4 or higher on the Math HL
- CLEP: 50 or higher on the Calculus, College Algebra, College Math, Pre–Calculus test
- Advance Subsidiary (AS) and Advance (A) level exams with grade of “C” or higher in Math

**Community College Credit**
- Complete a course that satisfies Area B–4 of General Education with a grade of C or higher

Educational Testing Services (ETS) – Exempt Status

If Educational Testing Services (ETS) indicates that you are exempt from taking the ELM or EPT and your Next Steps Intent to Enroll (https://nextsteps.sjsu.edu) account does not reflect the same exemption status, contact the SJSU Testing Office immediately at testing–office@sjsu.edu

Department Placement Exams

Many new undergraduates in the colleges of Science, Engineering, and Business need to take the Calculus Placement Exam prior to registration. For details, exemptions, and other criteria, visit sjsu.edu/math/calculus

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 http://info.sjsu.edu/home/catalog.html

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 (http://info.sjsu.edu/web-dbgen/narr/static/catalog/studentrights.html) section of the SJSU Catalog 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 (http://info.sjsu.edu/static/catalog/policies.html) every student at SJSU is responsible for knowing and upholding.

Non-Discrimination Policy:

San José State University does not discriminate on the basis of accent, age, ancestry, citizenship status, color, creed, disability, ethnicity, gender, marital status, medical condition, national origin, race, religion or lack thereof, sex, sexual orientation, transgender, genetics or veteran’s status. This policy applies to all SJSU students, faculty and staff programs and activities. Questions regarding this policy should be directed to the director of the Office for Equal Opportunity, 408-924-2250. Learn more at sjsu.edu/hr/about_us/hr_directory/foe_unit/title_9/
Costs

Fees are due after registering for your classes. Check your MySJSU account to see your payment due date. You have the option to pay in full or sign up for a payment plan. For details, visit sjsu.edu/bursar

Estimates of average expenses (international student) for a nine–month academic year are

<table>
<thead>
<tr>
<th>Summary for one academic year</th>
<th>Undergraduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fees*</td>
<td>$16,306</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$18,133</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$1,279</td>
</tr>
<tr>
<td>Total (Declaration of Finance)</td>
<td>$35,718</td>
</tr>
</tbody>
</table>

* To maintain full-time student status, undergraduates are required to enroll in 12 units each semester.

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 fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change 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).

Financing Your Education
Please note that international students are not eligible for financial aid at SJSU and that work authorization in the United States is difficult to obtain.

Installment Payments
For payment plan options visit sjsu.edu/bursar/payment_refunds/installments/index.html
There is an enrollment fee to participate.

Fee Payment Deadlines
After you register, log on 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 will result in your classes being dropped. For more information about payment methods, including international wire transfer, fees and payment due dates visit sjsu.edu/bursar

Field Trip Fees
A few courses have additional field trip fees ranging from $11.00 to $52.00.

Special or optional fees
Parking permits are available for students. A daily one–semester parking permit is estimated at $192.00.

Refunds
Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund several days quicker than a paper check. To enroll, login to MySJSU, scroll to Finances, and select Enroll in Direct Deposit.
To learn more visit sjsu.edu/bursar
Spartan Bookstore Charges
Registered students can charge books and supplies to their SJSU student account. For more details visit sjsu.edu/bursar/services

International Wire Transfers
International students can now make payments via international wire transfer through their MySJSU account. San José State University has partnered with flywire (formerly peerTransfer) 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/international_wire_transfer

You are responsible for 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.

Ann Gail Dela Cruz
Hospitality

Derek Fisher
Business

Charlene Estolas
Kinesiology
<table>
<thead>
<tr>
<th>Housing Options</th>
<th>Description</th>
<th>Rent</th>
<th>Meal Plan</th>
<th>Included in Rent</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Village Apartments</td>
<td>High Rise: Studios, three, four and five-bedroom units typically for transfers</td>
<td>$10,819</td>
<td>No meal plan required. Meal plans offering a limited number of meals per semester are available.</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td>sjsu.edu/ihouse</td>
</tr>
<tr>
<td>Building B “CVB”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><a href="mailto:UHS-frontdesk@sjsu.edu">UHS-frontdesk@sjsu.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>408-795-5600</td>
</tr>
<tr>
<td></td>
<td>Campus Village Suites – Building C “CVC”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>High Rise: Four-bedroom units typically for freshmen</td>
<td>$15,570</td>
<td>5-day included in rent</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td>sjsu.edu/housing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7-day meal plan available</td>
<td></td>
<td><a href="mailto:UHS-frontdesk@sjsu.edu">UHS-frontdesk@sjsu.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>408-795-5600</td>
</tr>
<tr>
<td></td>
<td>Campus Village 2 – “CV2”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Scheduled to be open by Fall 2016)</td>
<td>High Rise: Ten-Story building, traditional hall typically for freshmen</td>
<td>$15,700</td>
<td>5-day included in rent</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7-day meal plan available</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Washburn Hall “The Bricks”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Three-Story Building: Traditional hall typically for freshmen</td>
<td>$13,254</td>
<td>5-day included in rent</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7-day meal plan available</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Joe West Hall “The Classics”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>High Rise: Traditional dorm typically for freshmen</td>
<td>$13,254</td>
<td>5-day included in rent</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7-day meal plan available</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>International House “I-House”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Large residence near campus with 70 U.S. and International students</td>
<td>$14,628</td>
<td>5-day included in rent</td>
<td>Internet, Basic Utilities &amp; Cable TV</td>
<td>sjsu.edu/ihouse</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7-day meal plan available</td>
<td></td>
<td><a href="mailto:ihouse@sjsu.edu">ihouse@sjsu.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>408-924-6570</td>
</tr>
</tbody>
</table>

*Rent amounts are subject to change and are based on double occupancy, furnished units with a 10-month contract.

**Meal plans are required for all freshmen living in University Housing or the International House (I-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 college 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.

Within the residence halls, we offer a variety of communities to bring students together who have similar interests. Programming is designed around student interests and often has a component tied to a SJSU academic department. Students who live on campus have the opportunity to get involved in social gatherings, cultural events, intramural sports, community service, and a wide range of other campus activities.

If you are interested in living on campus, please visit sjsu.edu/housing. If you have questions, please contact University Housing directly at 408-795-5600 or uhs-frontdesk@sjsu.edu

The Housing Application deadline is Sunday, May 1, 2016. To fill out an application for University Housing visit sjsu.edu/housing and submit the following:

1. A completed online University Housing application
2. A $50 non-refundable application fee
3. A $600 initial payment

Room/Apartment Assignment

The online housing application is available as early as January 1, 2016. We encourage you to complete the application and submit payments as soon as possible. If you are a freshman required to live on campus, you must complete your online application (electronically signed license agreement and $50 application fee) and submit the $600 initial payment by Friday, April 1, 2016 to be included in the first round of housing assignments. You may also complete your online housing application and submit payments any time after this date as long as space remains available. Your room/apartment assignment will be made on a first-paid, first-served basis after April 1.

Freshman Housing Requirement

Freshmen who graduate from a high school located in a city outside a 30-mile radius of campus are required to live on campus their first year. Appeals for exceptions to the housing requirement will be reviewed after admission. The sooner you submit your completed license agreement and initial payment, the greater your chance of receiving your hall preference.

Residence at International House meets the freshman housing requirement. Students interested in living in the I-House must send a separate application directly to the I-House. Applications are available at sjsu.edu/ihouse

International House

A large, comfortable home located near campus, the International House is a co-ed 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. Our 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, and English language programs.

I-House offers a one-semester contract and stays open year-round with per diem rates during summer and winter breaks. As much as possible, roommates are matched according to compatible interests and personal habits. After the first semester at the International House, residents have the opportunity to choose a roommate and designate a preferred room.

All furniture, utilities, TV, internet access and computer equipment, as well as use of a fully equipped kitchen, are included. 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

Accessible Education Center (AEC)

The Accessible Education Center provides academically related services for students with disabilities. To qualify, students must register and create a confidential file with the AEC to receive a wide spectrum of services based on their own individual needs.

Services include, but are not limited to: Consideration for priority registration, note takers, readers, sign language interpreters/captioners, test accommodations, academic counseling, general education advising and hands-on training with adaptive technology. Students should provide the AEC with disability verification as soon as possible after applying to SJSU. It is important to make an appointment with the center at 408–924–6000 for review of specific needs prior to registering for classes.

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, and online at sjsu.edu/studentconduct/policies/
Top Countries for Undergraduate International Students

China  Indonesia
Vietnam  Taiwan
India  Hong Kong
South Korea  Saudi Arabia
Japan  Malaysia