

FALL 2015

Steps to **Enrollment**
INTERNATIONAL UPPER DIVISION TRANSFERS

SAN JOSÉ STATE UNIVERSITY *powering* SILICON VALLEY



**Welcome future Spartan to
San José State University.**

To officially enroll for the Fall 2015 semester, please follow the steps in this guide. And be sure to sign up and pay for a mandatory orientation program when you submit your Intent to Enroll—no later than **Friday, May 1, 2015.**



Fares Alsyoufi
Business



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SJSU Points of Pride



- 1 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**.
- 2 Distinguished SJSU alumni include actors **Coby Bell** and **Omar Benson Miller**, author **Amy Tan**, Oracle co-founder **Ed Oates** and former NFL coaches **Dick Vermeil** and **Bill Walsh**.
- 3 **SJSU is the top supplier of education, engineering, computer science, and business graduates** to Silicon Valley, the world's high-tech capital.
- 4 Our Charles W. Davidson College of Engineering was **ranked second** last year by *U.S. News & World Report* among bachelor's and master's degree-granting public engineering programs in the West.
- 5 Our School of Journalism and Mass Communication was one of only two California universities ranked among the **top 50 nationally** last year by *U.S. News & World Report*.
- 6 SJSU received more than **54,000 applications** from prospective students for fall 2014, setting a new SJSU record.
- 7 Among your fellow Spartans are more than 2,700 new and returning **international students** enrolled for fall 2014.
- 8 Go Spartans! SJSU student-athletes set an all-time **record high grade point average (GPA)** for the fourth year in a row (58 percent earned a 3.0 GPA or higher).
- 9 While you study here, you can take **online courses** for credit from other California State University campuses.
- 10 You'll soon enjoy an expanded **Student Union** and **Spartan Complex**, and a new **Student Health and Counseling Center**.
- 11 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.

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 You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility.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/isa

Calendar – Fall 2015

April 2015

Friday, April 10

TRANSFER ORIENTATION SESSION 1

Saturday, April 11

Admitted Spartan Day

Friday, April 24

TRANSFER ORIENTATION SESSION 2

Saturday, April 25

Writing Skills Test (WST)

May 2015

Friday, May 1

Next Steps Intent to Enroll deadline

Housing priority application deadline

Monday, May 4

Fall 2015 Class Schedule goes live at <http://info.sjsu.edu/home/schedules.html>

Fall 2015 Registration appointments posted at <http://my.sjsu.edu>

Thursday, May 14

TRANSFER ORIENTATION SESSION 3

Monday, May 25

Memorial Day – campus closed

Friday, May 29

TRANSFER ORIENTATION SESSION 4

June 2015

Tuesday, June 2 – Sunday, August 16

Advance Registration for Fall 2015

Saturday, June 6

Writing Skills Test

Friday, June 26

TRANSFER ORIENTATION SESSION 5
(WILL TAKE PLACE ONLY IF THE PREVIOUS SESSIONS HAVE REACHED CAPACITY.)

July 2015

Friday, July 3

Independence Day Observed – campus closed

Saturday, July 4

Independence Day – campus closed

Wednesday, July 15

Final transcripts/document deadline

Friday, July 17

TRANSFER ORIENTATION SESSION 6
(WILL TAKE PLACE ONLY IF THE PREVIOUS SESSIONS HAVE REACHED CAPACITY.)

Saturday, July 18

Writing Skills Test (WST)

August 2015

Friday, August 7

TRANSFER ORIENTATION SESSION 7

Sunday, August 9

International House – Contract Move-in Date

Saturday, August 15 – Wednesday, August 19

Housing: Campus Village apartments, classics, and suites open to all residents

Sunday, August 16

Fall 2015 Advance Registration closes at 11:59 pm
Last day to withdraw for 100% refund of Fall 2015 fees

Monday, August 17 – Wednesday, August 19

No registration activity on MySJSU

Wednesday, August 19

Fall Welcome Days kick-off event

Thursday, August 20

First day of instruction
Late registration begins
Late add fee of \$25 assessed

Thursday, August 20 – Wednesday, September 9

Late Registration period
(Registration via MySJSU starts after 7 a.m.)

September 2015

Tuesday, September 1

Last day to drop a class without a “W” grade

Monday, September 7

Labor Day – campus closed

Wednesday, September 9

Last day to add courses
Last day to submit Credit/No Credit (audit) grading option
Last day to submit instructor drops

Saturday, September 19

Writing Skills Test (WST)



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, you are responsible for making 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 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

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 times, 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>

Intent to Enroll

For Fall 2015, you must complete the Next Steps Intent to Enroll process by 11:59 p.m. (Pacific Standard Time) on **Friday, May 1, 2015** 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 Sunday, February 1, 2015. You must complete the Intent to Enroll process between Sunday, February 1 and Friday, May 1, 2015.

STEP 1 of 3

Submit your Intent to Enroll after the site opens on Sunday, February 1, 2015

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 2015 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 steps two and three.

- OR -

NO - I will not attend SJSU for the Fall 2015 semester. Your application will be withdrawn from further consideration.

STEP 2 of 3

Sign up for mandatory Transfer Orientation

Transfer Orientation is a mandatory, one-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 nonrefundable \$70 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.

STEP 3 of 3

Pay for Orientation

Once you choose an orientation session, you will be directed to pay the nonrefundable \$70 fee online via credit card. You will receive an email from our payment system confirming your payment was submitted.

Three to five business days after submitting your payment online, 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 do not receive this confirmation within five business days of submitting your payment, contact nextsteps@sjsu.edu

Mandatory

- Complete** the Next Steps Intent to Enroll process at <https://nextsteps.sjsu.edu> after Sunday, February 1, 2015 and no later than 11:59 pm (Pacific Standard Time) on Friday, May 1, 2015
- Attend** Transfer Orientation
- Complete** your work in progress
- Check** your "To Do List" in your MySJSU student account
- Purchase** health insurance prior to registering for classes (see "Health Insurance" section)
- If coming from another school** in the U.S., submit the SJSU Transfer In Form (listed as "Transfer In Form" at sjsu.edu/isa/forms) to your current school
- Send** official transcripts (electronically if possible) by **Wednesday, July 15, 2015**

Important

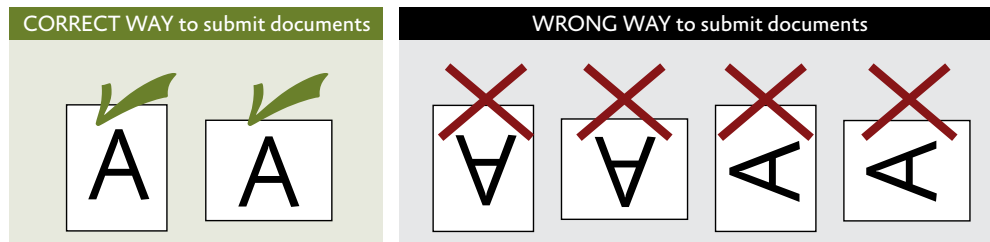
- Sign up** for and take the Writing Skills Test (WST)
- Read** the SJSU Catalog at <http://info.sjsu.edu/home/catalog.html>
- Read** the SJSU Class Schedule at <http://info.sjsu.edu/home/schedules.html>
- Like** SJSU Enrollment Services at facebook.com/SJSU_Enrollment
- Follow** SJSU Enrollment Services on Twitter @SJSU_ES

Final Documents and Transcripts

- All supporting documents, including transcripts with coursework through Spring 2015, must be postmarked by **Wednesday, July 15, 2015**.
- 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, AP exams) and IB diploma must also be sent directly to SJSU from the testing agency.
- 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

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 two 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.

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

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 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 for the fall term.

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.

Remember...

You must complete all required courses in progress this spring to maintain your admission eligibility.

- Important work in progress includes:
- Four basic skills courses; each course completed with a grade of "C" or higher
 - One course in oral communication
 - One course in written communication
 - One course in critical thinking
 - One course in college-level mathematics or quantitative reasoning (with intermediate algebra as a prerequisite)
- Successfully complete 60 transferable semester units (90 quarter units)
- Maintain an eligible GPA for admission

California Community College transfers

- 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 choose SJSU courses to complete remaining courses.

Associate Transfer Degrees (AS-T/AA-T)

- The plan to complete your degree at SJSU in 60 units assumes that you have passed the Writing Skills Test (WST) prior to enrollment in your first term.
- You will be expected to attend the AS-T/AA-T workshop during mandatory Transfer Orientation.
- If you did not mark AS-T or AA-T on your application and you will graduate with one of these degrees by the end of the Spring 2015 term, send an email to admissions@sjsu.edu with your full name, SJSU ID and the major of your AS-T or AA-T.
- Learn more at adegreewithaguarantee.com

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.

Health Insurance

SJSU requires all students to have medical insurance, and all international students are required to purchase health insurance coverage prior to registering for classes. The SJSU-approved plan is available for international students. Register online at csuhealthlink.com

Note: When registering, please be sure to purchase the international insurance for regular international students (not the International Gateways insurance).

If you have questions contact International Student and Scholar Services at 408-924-5920, international-office@sjsu.edu, or visit <http://studentinsurance.wellsfargo.com>

Immunization

As a new student, you will need to provide proof of Measles and Hepatitis B 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.

F-1 Visas

Coming from a U.S. Institution

Prior to the end of your last semester, you must have your current school transfer your I-20 to SJSU. To complete this process, please 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 "Transfer In Form". Complete 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/isa

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 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

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/isa



Tanmay Sharma
Electrical Engineering

Transfer Orientation

(Mandatory)

Transfer Orientation is a mandatory one-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. **All admitted students must attend the entire program.** If you do not attend or leave during any portion of the event, you will be blocked from registering for classes and will not be able to attend SJSU in Fall 2015. Students who arrive late will not be allowed to attend the program. Guests are not permitted to attend Transfer Orientation. SJSU faculty and staff will:

- Discuss and explain key university services.
- Review what's next before you start classes.
- Help you plan your academic schedule.
- Provide a General Education advising workshop.
- Explain SJSU Studies general education requirements and preparation for the Writing Skills Test (WST).

Please bring unofficial copies of all college transcripts, GE certifications, placement test scores, and other documents if applicable. Your major advisor may ask to see these documents.

How do I register for Transfer Orientation?

Sign up during Step Two of the Next Steps Intent to Enroll process. Register and attend early for best class selection.

Transfer Orientation Session Dates

<input type="checkbox"/> Session 1 – Friday, April 10
<input type="checkbox"/> Session 2 – Friday, April 24
<input type="checkbox"/> Session 3 – Thursday, May 14
<input type="checkbox"/> Session 4 – Friday, May 29
<input type="checkbox"/> *Session 5 – Friday, June 26
<input type="checkbox"/> *Session 6 – Friday, July 17
<input type="checkbox"/> Session 7 – Friday, August 7

*Will take place only if the previous sessions have reached capacity.

Missed sessions will only be excused with documentation of a circumstance clearly beyond your control.

Is there a fee to attend?

Yes, there is a nonrefundable \$70 fee to attend.

Contacts

For a complete campus directory of faculty, staff and departments, visit sjsu.edu/directory

Accessibility

All San José State classes are wheelchair accessible. If you have other needs regarding accommodations, please contact the Accessible Education Center. sjsu.edu/aec
aec-info@sjsu.edu
408-924-6000 voice/408-924-5990 TTY

Admission

sjsu.edu/admissions
admissions@sjsu.edu
408-283-7500

Admission Counseling

sjsu.edu/soar
outreach@sjsu.edu
408-924-2564

Advising

sjsu.edu/aars
academic.advising@sjsu.edu
408-924-2129

Athletics

sjsupartans.com
Bookstore
spartanbookstore.com
408-924-1800

Class Schedules

<http://info.sjsu.edu/home/schedules.html>

Facebook

facebook.com/SJSUEnrollment
facebook.com/sanjosestate

Fees and Tuition (Bursar's Office)

Payments and Refunds
sjsu.edu/bursar
bursar@sjsu.edu
408-924-1601

Housing

<http://housing.sjsu.edu>
uhs-frontdesk@sjsu.edu
408-795-5600

International House (I-House)

sjsu.edu/ihouse
ihouse@sjsu.edu
408-924-6570

International Student and Scholar Services (ISSS)

sjsu.edu/isa
international-office@sjsu.edu
408-924-5920

Transfer Orientation (Continued)

Is attendance mandatory?

Yes, attendance is mandatory and you will not register for classes without attending Transfer Orientation.

What if I can't attend?

Your admission will be withdrawn, and you will not be able to attend SJSU in Fall 2015. You must arrange your personal schedule to attend one 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.

For more information, contact Academic Advising and Retention Services at transfer.orientation@sjsu.edu or 408-924-2997.

Immigration Session

While at Transfer Orientation, all international students must attend the immigration session sponsored by the Office of International Student and Scholar Services (ISSS). The immigration session will cover immigration regulations pertaining to all international students, plus:

- Completing your immigration transfer from another U.S. institution to SJSU
- F-1 benefits
- Maintaining your legal non-immigrant status in the U.S.

Contacts Continued

Instagram

http://instagram.com/sjsu_es

Maps/Directions to SJSU

sjsu.edu/about_sjsu/visiting/campus_maps/directions

Orientation (Transfer)

transfer.orientation@sjsu.edu
408-924-2997

Parking

Purchase parking permits online only
sjsu.edu/parking

Registration (Office of the Registrar)

sjsu.edu/registrar
registrar@sjsu.edu
408-924-5680

Testing Office

Writing Skills Test (WST)
<http://testing.sjsu.edu>
testing-office@sjsu.edu
408-924-5980

Tours of SJSU

youvisit.com/tour/sjsu (virtual tour of campus)
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

Twitter

http://twitter.com/SJSU_ES

Accessible Education

Writing Skills Test (WST)

It is highly recommended that you take the Writing Skills Test (WST) before enrolling at SJSU. If you have not taken the WST by the end of your first semester at SJSU, a registration hold will be placed on your student account, preventing you from signing up for courses in future terms.

All upper division (junior and senior level) students must pass the WST in order to register for SJSU Studies General Education courses. Failing to pass the test will delay your graduation, but will not affect your admission status. The WST is part of a CSU system-wide graduation requirement to assess your writing ability and determine whether further coursework in writing is required prior to graduation.

Before registering for the WST, students must earn a "C" or better grade in English 1B, or a course that is equivalent. A grade of "C-" is not acceptable. The WST is generally offered twice in the spring, summer, and fall. For the exact dates, or to learn more, visit <http://testing.sjsu.edu/wst>

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>

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/eo_unit/title_ix/

Register for Classes

What will I need to register for classes?

- A file of your SJSU admission information, including admission letter, grade reports, copies of transcripts from other colleges, placement test scores, and everything related to your enrollment.
- The Fall 2015 Class Schedule, which will be available at <http://info.sjsu.edu/home/schedules.html>
- The SJSU Catalog for descriptions of classes, major and minor requirements, available at <http://info.sjsu.edu/home/catalog.html>

Do I need an appointment for registration?

- Yes, your registration appointment will be posted at <http://my.sjsu.edu>
- Login to MySJSU, navigate to Self Service > Enrollment > Enrollment Dates, then select a term to view your start date/time for your Enrollment. The SJSU Schedule of Classes has the specific Class Number codes and section numbers you'll need to register. Read the sections on registration carefully.

When will I get my registration appointment?

Registration appointments will be issued beginning **Monday, May 4, 2015**. You will not receive an appointment until we have received and processed all requested documents to verify your admission.

How do I register?

You register online via your MySJSU student account (You do not need to register in person). Sign in to MySJSU to register once you receive your registration appointment. Steps on how to register are available at http://my.sjsu.edu/students/student_tutorials/index.html

To view the steps, scroll down to "My Academics" and click on "Enroll in (Add) a Class".

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

- If your work or family obligations require you to alter your schedule, you may re-enter the system to make changes before the last day of Advance Registration.
- If a course you want is full, search for open sections using the registration system. Or, place yourself on the class waitlist. You are not guaranteed admission into waitlisted courses.

When is Advance Registration?

Tuesday, June 2 – Sunday, August 16. Be sure to pay your fees by your due date or risk the cancellation of your classes.

What if I forget to register during Advance Registration?

You may still register, but not until Thursday, August 20, the first day of instruction and Late Registration. Late registrants are assessed a \$25 late fee. After that date, the late registration fee increases depending on when you register. Late registration is on a space available basis: getting the classes you want may be very difficult.

Can I still get academic advising in Academic Advising and Retention Services if my transcripts have not been fully evaluated?

Yes. The 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. Call AARS at 408-924-2129 to make an appointment after the third week of classes.

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/

Student Responsibilities

Registration Holds

Holds are electronic restrictions on your access to classes. Some common registration holds include:

Tests

You forgot to take the placement test, or it hasn't been scored and recorded yet.
You must have required test scores on file at SJSU before you may register. Contact the Testing office at testing-office@sjsu.edu.

Transcript

You owe us a final transcript or verification of classes. You may lose all of your classes if you fail to turn in these records by the stated deadline. Contact the Office of Undergraduate Admissions at admissions@sjsu.edu.

Prerequisites

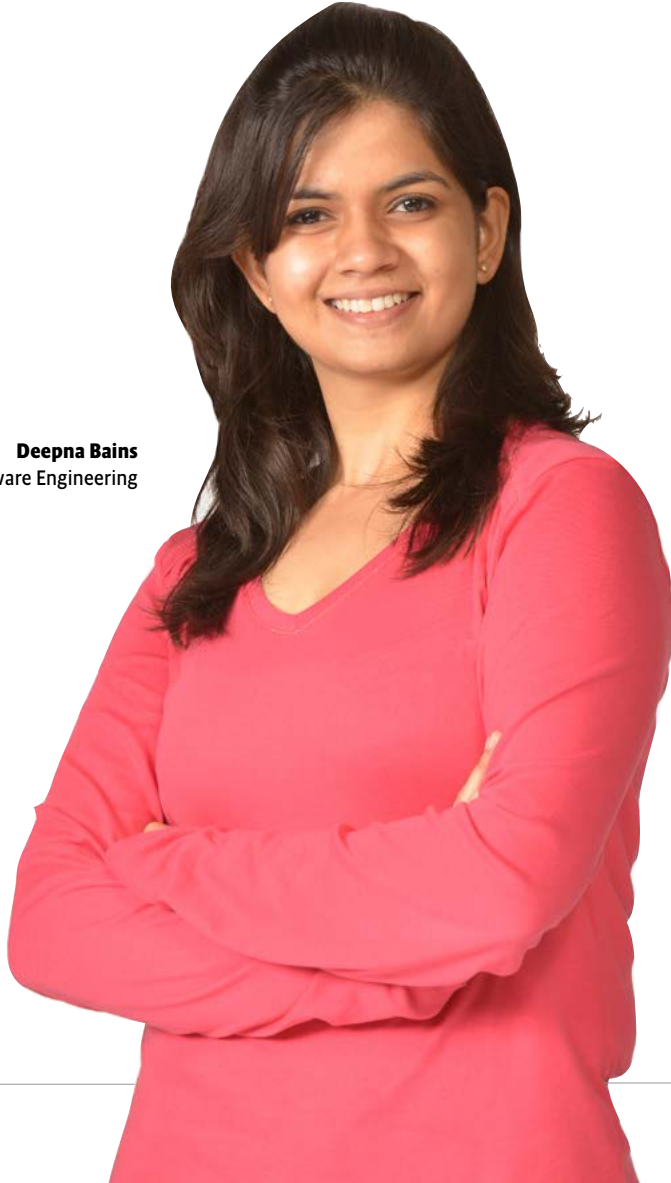
You didn't take the necessary course to proceed to the next level of instruction.
You may be blocked from this course until you show us (or the instructor) that you met the prerequisites.

Health Insurance

You did not purchase health insurance. All international students must purchase the University approved health insurance plan before you can register for classes.

Immunization

As a new student, you will need to provide proof of Measles and Hepatitis B immunization 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.



Deepna Bains
Software Engineering

Tuition Fees

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 (Installment Payment Plan). For details, visit sjsu.edu/bursar

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

Summary for one academic year	Undergraduate
Minimum semester units:	24 units
Tuition & Fees*	\$16,252
Health Insurance	\$1,105
Off Campus Housing	\$13,050
Subtotal (Declaration of Finance)	\$30,407
Additional Expenses ...	
Transportation	\$1,456
Miscellaneous/Personal	\$1,364
Books and Supplies	\$1,826
Total	\$35,053

* 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 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.

Financing Your Education

SJSU does not offer financial aid or assistance to international students.

Work authorization in the United States is difficult to obtain.

All applicants must complete the "Declaration of Finance" form (sjsu.edu/gape/docs/declaration_of_finance.pdf)

Ample evidence of financial resources must be sent with your application.

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 the cancelation of your classes.

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 peerTransfer to streamline the tuition payment process for our international students. peerTransfer 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 peerTransfer 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 cancelation.

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.

Housing

Housing Options	Description	Rent	Meal Plan	Included in Rent	Contact
Campus Village Apartments Building B "CVB"	High Rise: studios, three, four and five-bedroom units typically for transfers	\$13,302	5-day included in rent 7-day meal plan available	Internet, Basic Utilities & Cable	www.housing.sjsu.edu UHS-frontdesk@sjsu.edu 408-795-5600
Campus Village Suites Building C "CVC"	High Rise: four-bedroom units typically for freshmen	\$13,336	5-day included in rent 7-day meal plan available	Internet, Basic Utilities & Cable	
Washburn, Hoover & Royce Halls "The Bricks" "The Classics"	Three-Story Building: traditional dorm typically for freshmen	\$11,476	5-day included in rent 7-day meal plan available	Internet, Basic Utilities & Cable	
Joe West Hall "The Classics"	High Rise: traditional dorm typically for freshmen	\$11,476	5-day included in rent 7-day meal plan available	Internet, Basic Utilities & Cable	
International House "I-House"	Large residence near campus with 70 U.S. and International students	\$13,386	5-day included in rent 7-day meal plan available	Internet, Basic Utilities & Cable	

*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).



Campus Village

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.

To apply for University Housing visit www.housing.sjsu.edu to download a housing application and submit the following:

1. A completed online University Housing application
2. A \$50 nonrefundable application fee
3. A \$600 initial payment

International House

The International House is a co-ed residence for 70 U.S. and international students attending San José State. SJSU I-House is located nearby campus and is a large comfortable home featuring friendly interaction among students of many cultures. Residents represent approximately 25 countries. In general, residents 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. 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.

I-House offers a one-semester contract and stays open year-round with per diem rates during summer and winter breaks. 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



International House



Top Countries for Undergraduate International Students

- China
- Vietnam
- India
- Korea
- Republic of Japan
- Indonesia
- Taiwan, Province of China
- Hong Kong
- Saudi Arabia
- Malaysia

Source: Office of Institutional Effectiveness and Analytics



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