Application Steps for Approved Agents to Provide Agent Information:

**Step 1:** Create a CSU MENTOR account

- Click on “Create An Account” at the top of the page
- Register with a username and a password

**Step 2:** Once you have signed in click on the “Apply” tab
Step 3: Click on “International Admission Applications”

INTERNATIONAL ONLINE APPLICATION

If you have technical problems, please call (800) 468-6927 or e-mail us at support@CSUMentor.edu.

<table>
<thead>
<tr>
<th>Term</th>
<th>Application submission period beginning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>October 1</td>
</tr>
<tr>
<td>Winter</td>
<td>June 1</td>
</tr>
<tr>
<td>Spring</td>
<td>August 1</td>
</tr>
<tr>
<td>Summer</td>
<td>February 1</td>
</tr>
</tbody>
</table>

Which campuses are still accepting applications?

- **Click this box if you are applying for:**
  - **Summer 2016**
  - **Fall 2016**
  - **Winter 2017**
  - **Spring 2017**

- **Click this box if you are applying for:**
  - **Winter 2016**
  - **Spring 2016**
Step 5: Select “San Jose State University International” from list and click on “Start New Application”

Step 6: Scroll down to the bottom of the page and click on “Begin International Application for San Jose State University”

Step 7: Fill in your information

- Choose the application term
- Select the Entrance Status/Education Completed from the drop down menu
- Fill the Name(s), Address and Contact Information
Step 8: Fill in the “Third-Party Information Release” section with agent and agency information on page 2

- “First name/Given name” should be filled with Individual Agent Name (for example: Susan Smith)
- “Last name/Family name/Surname” should be filled with Agency Name (for example: Smith International Education Agency)
- “Relationship” should be filled as Agent

Step 9: Fill out the rest of the application and submit

- For further tutorials on application completion click Graduate Application Steps or Undergraduate Application Steps