Dear Partner,

Greetings from sunny San José and welcome to International Gateways’ first agent newsletter. Every email I send I like to think you did all the work you did. Without you, there would be no “International” in International Gateways.

This week, our office is busy with the excitement of new students getting settled into session 2, which begins last week. Along with new students, our office has some new processes and a few reminders we’d like to share with you, so please read on!

Did you know that having an Agent Agreement with International Gateways is not the same as having an Agent Agreement with San José State’s International Recruitment and Partnerships (IRP) office? Agency Agreements with International Gateways are for agents sending students that need English language improvement before they are ready for full university study. Agency Agreements with International Recruitment and Partnerships are for agents who are sending direct admission students who are ready to meet the university’s English requirements without additional help. Since International Gateways and International Recruitment and Partnerships are administered independently of each other, separate contracts are required and different commissions are paid. If you are interested in becoming an International Recruitment and Partnerships direct admission partner please follow the instructions on the IRP Partnerships webpage.

RECEIVING COMMISSION
Please remember to fill in your agency information when completing the student online application. We need this information in order to issue payment.

Housing
Students should begin looking for housing as soon as possible. 3-4 months ahead of program start is advisable. For more housing information email igateways-housing@sjsu.edu

Please remind students to pay tuition by the deadline date listed on their tuition invoice. All new students must report to the International Gateways Office as soon as they arrive in the United States, but no later than 1 business day before the start of the program.

Tuition Payment and Student Reporting
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Academic and Test Prep (ATP) November 14, 2016 January 9, 2017
MBA Prep (MBP) November 14, 2016 January 9, 2017
Semester at SJSU (SAS) November 7, 2016 January 17, 2017

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