Transfer Requirements:

Step 1:
- **Complete** one session of ALL Level 600 classes or higher.
- **Receive** "B" or higher grades in ALL of your current classes.
- **Maintain** 90% overall attendance in ALL of your classes.

Step 2:
- **Submit** the admissions application and required documents to your chosen college.
- **Complete** a “TOEFL Waiver Request” form at Gateways office.

Step 3:
- **Submit** your transfer form and your acceptance letter to the Gateways front desk in IS 227 or email them to Grace at grace.kee@sjsu.edu.

Step 4:
- **Take** all of the necessary placement tests at your chosen community college.
- **Attend** their mandatory “Student Orientation Program.”