

SAN JOSÉ STATE UNIVERSITY

Steps to **Enrollment**

FALL 2020 | TRANSFER



**IMPORTANT
INFORMATION ABOUT
COMPLETING THE STEPS
TO ENROLLMENT**

Although the steps are presented in numerical order, keep in mind that you may not necessarily complete all of these steps in the order that they are presented. Refer to your MyJSU student account for specific deadlines and tasks that need to be completed to ensure your enrollment.

Contents

| | |
|---|------------|
| Welcome | 3 |
| Checklist | 3 |
| Stay Committed to the Process | 3 |
| Frequently Asked Questions | 3 |
| Calendar | 4 |
| Step 1 - Submit Intent to Enroll | 5 |
| Step 2 - Sign Up for Spartan Experience for Transfers | 6 |
| Step 3 - Pay Enrollment Deposit | 7 |
| Step 4 - Apply for Campus Housing | 8 |
| Step 5 - Take Writing Skills Test | 10 |
| Step 6 - Register for Classes | 11 |
| Step 7 - Attend Spartan Experience for Transfers | 13 |
| Step 8 - Submit Final Transcripts and Documents | 14 |
| Step 9 - Pay Tuition and Fees | 15 |
| Financial Aid | 17 |
| Step 10 - Submit Proof of Immunizations | 18 |
| Important Resources | 19 |
| Contacts | Back Cover |



SJSU'S OFFICIAL MASCOT
IS THE SPARTAN

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 Failure to submit your transcript will result in your application being withdrawn, even if you have signed up for housing and attended orientation.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 during the Summer 2020 term?

You may not use coursework from the Summer 2020 term to complete admission requirements for Fall 2020.

Can I defer 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 submit a new application for the next available term for which you meet the minimum requirements.

What if I'm a California Community College transfer?

- 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 complete remaining courses at SJSU.

Can I change my 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.

Welcome

Congratulations on your admission! We are excited to welcome you to San José State University, the founding campus of the California State University (CSU) system. Please know you still have steps to take to stay admitted and officially enroll for Fall 2020, which are outlined in this guide.

Checklist

Mandatory

- Submit partial transcripts posted on your "To Do List" by **Monday, March 23**
- Submit your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on **Friday, May 1**
- Sign up for Spartan Experience for Transfers (Mandatory Orientation)
- Pay your non-refundable Enrollment Deposit
- Apply for Campus Housing (Optional)
- Complete Spartan Link, our online orientation module, prior to attending the mandatory Sparta Experience for Transfers
- Complete your work in progress
- Check your "To Do List" in your MySJSU student account (one.sjsu.edu)
- Take the Writing Skills Test (WST)
- Register for Classes
- Attend Spartan Experience for Transfers (Mandatory Orientation)
- Submit Required Proof of Immunization
- Pay your Tuition and Fees
- Submit final transcripts and documents by **Wednesday, July 15**
- Complete mandatory online Title IX training courses on sexual violence and alcohol abuse prevention

Important

- Read the SJSU Catalog for important information at info.sjsu.edu/home/catalog.html
- Read the SJSU Schedule of Classes at info.sjsu.edu/web-dbgen/splash/schedules.html
- Follow SJSU Enrollment Services on Instagram: [SJSU_ES](https://www.instagram.com/SJSU_ES)
- Follow SJSU Enrollment Services on Twitter: [@SJSU_ES](https://twitter.com/SJSU_ES)

Stay Committed to the Process

Deadlines are very important and are in place to help you through the enrollment process. There are consequences if you miss deadlines. You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility. To prevent this from happening, sign in to your MySJSU student account (one.sjsu.edu) every few days and thoroughly read any messages, "To Do List" items or posted deadlines and take the requested action as soon as possible.

2020 Calendar

| | | |
|-------------------------------|--|--|
| April | Saturday, April 11 | WST Exam |
| | Monday, April 13 | Class Schedule (info.sjsu.edu/web-dbgen/splash/schedules.html) |
| | Saturday, April 18 | Admitted Spartan Day |
| May | Friday, May 1 | Intent to Enroll Deadline Spartan Experience for Transfers Registration Deadline Enrollment Deposit Due (payment via Intent to Enroll) Housing Application Deadline (University Housing Services) |
| | Monday, May 25 | Memorial Day – Campus Closed |
| June | Monday, June 8 | Enrollment appointments posted on MySJSU |
| | Monday, June 15 | Advance Registration for New Students Begins |
| | Tuesday, June 16 | Spartan Experience for Transfers (Mandatory Orientation) Session 1 |
| | Saturday, June 20 | WST Exam |
| | Tuesday, June 23 | Spartan Experience for Transfers (Mandatory Orientation) Session 2 |
| July | Friday, July 3 | Campus Closed (Independence Day Holiday Observed) |
| | Friday, July 10 | Spartan Experience for Transfers (Mandatory Orientation) Session 3 Payment Due Date |
| | Wednesday, July 15 | Final transcript/document due date |
| | Friday, July 17 | Spartan Experience for Transfers (Mandatory Orientation) Session 4 |
| | Tuesday, July 21 | Spartan Experience for Transfers (Mandatory Orientation) Session 5 |
| | Friday, July 24 | Spartan Experience for Transfers (Mandatory Orientation) Session 6 |
| | Saturday, July 25 | WST Exam |
| | Friday, July 31 | Spartan Experience for Transfers (Mandatory Orientation) Session 7 |
| August | Tuesday, August 4 | Spartan Experience for Transfers (Mandatory Orientation) Session 8 |
| | Thursday, August 6 | International House – Contract Move-in Date |
| | Sunday, August 9 | Payment Due Date I-House Contract Move-in Date |
| | Saturday, August 15 - Sunday, August 16 | University Housing Services Contract Move-in Date (Housing: Campus Village apartments, CV2, Classics, and Suites open to all residents) |
| | Sunday, August 16 | Advance Registration for all students ends |
| | Monday, August 17 – Tuesday, August 18 | No registration activity (Registration is closed) |
| | Wednesday, August 19 | First day of instruction Late Registration begins after 7 a.m. (Register via MySJSU account requires permission number from the instructor) |
| | Wednesday, August 19 – Tuesday, September 8 | Late Registration Period |
| | Monday, August 31 | Last day to drop a class via MySJSU and without a “W” grade |
| | September | Tuesday, September 1 |
| Monday, September 7 | | Labor Day – campus closed |
| Tuesday, September 8 | | Late Registration Ends Last day to add classes via MySJSU Last day submit Credit/Audit grading option |
| Wednesday, September 9 | | Payment Due Date |
| Saturday, September 19 | | WST Exam |
| October | Saturday, October 10 | Payment Due Date |
| | Saturday, October 31 | WST Exam |

Step 1

Submit Intent to Enroll

NEXT STEPS

<https://nextsteps.sjsu.edu>

San José State will need to know if you plan on attending in Fall 2020. Go to the Next Steps Intent to Enroll website (<https://nextsteps.sjsu.edu>) and tell us your plans. You must complete the multi-step Next Steps Intent to Enroll process by 11:59 p.m. (Pacific Daylight Time) on **Friday, May 1** or your admission will be withdrawn.

The process includes accepting SJSU's offer of admission, signing up for mandatory orientation, and paying the enrollment deposit.

YES – I intend to enroll at SJSU for the Fall 2020 semester.

(Please note: You may not defer your enrollment to a later semester.)

NO – I will not attend SJSU for the Fall 2020 semester.

(Your application will be withdrawn from further consideration.)

If you anticipate any problems completing the required steps by the stated deadlines, contact nextsteps@sjsu.edu immediately.

Submit your Intent to Enroll at <https://nextsteps.sjsu.edu>

Step 2

Sign Up for Spartan Experience for Transfers

SIGN UP FOR SPARTAN EXPERIENCE FOR TRANSFERS

<https://nextsteps.sjsu.edu>

NEW STUDENT AND FAMILY PROGRAMS

transfer-orientation@sjsu.edu
408-924-5972
sjsu.edu/newspartans/transfer-orientation

Spartan Experience for Transfers is a mandatory one-day orientation program that will introduce you to the campus and its resources, connect you to your college and major department, and provide you with critical academic planning information. All admitted students are required to attend this mandatory orientation for the entire duration of the program. The cost to attend Spartan Experience for Transfers is \$80 and will be included in your enrollment deposit of \$250. During Orientation you will:

- Be welcomed by SJSU administrators, faculty, staff and students and learn what it means to be part of the Spartan community.
- Have an opportunity to connect with staff, faculty and other incoming students.
- Learn about key university services and resources.
- Receive a General Education advising workshop including information about upper division SJSU Studies requirements.

If you do not attend or if you leave during any portion of your mandatory orientation the program, you will be blocked from registering for classes and will not be able to attend SJSU in Fall 2020. Students who arrive late will not be allowed to attend the program.

For more information, contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972, or visit sjsu.edu/newspartans/transfer-orientation

Sign up for the Spartan Experience for Transfers (mandatory orientation) at <https://nextsteps.sjsu.edu>

Step 3

Pay Enrollment Deposit

NEXT STEPS

<https://nextsteps.sjsu.edu>

In order to complete the Next Steps Intent to Enroll process, you will be prompted to pay your enrollment deposit online via a link provided in your Next Steps portal. Your \$250 Enrollment Deposit includes your \$80 orientation payment and deposit of \$170 towards your tuition and fees for Fall 2020. Please note: The \$250 Enrollment Deposit is nonrefundable, even if you do not enroll in classes for the Fall 2020 semester.

Pay your enrollment deposit at <https://nextsteps.sjsu.edu>



Nikola
Biological Science/
Systems Physiology

Step 4

Apply for Campus Housing (Optional)

**UNIVERSITY
HOUSING SERVICES**
408-795-5600
uhs-frontdesk@sjsu.edu
housing.sjsu.edu

INTERNATIONAL HOUSE
sjsu.edu/ihouse

**SPARTAN EATS CAMPUS
DINING**
dineoncampus.com/SJSU

If you would like to stay on campus while attending SJSU, you must complete a housing application for either University Housing Services or the International House, depending on where you prefer to stay for the 2020-21 school year. (Please note there is a separate application for the International 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 university 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. If you have questions, contact University Housing Services 408-795-5600 or uhs-frontdesk@sjsu.edu

The Housing Application deadline is **Friday, May 1**.

To fill out a housing application, visit sjsu.edu/housing and fulfill the following requirements:

- A completed online University Housing application
- A \$50 non-refundable application fee
- A \$600 initial payment

International House

A large, comfortable home located near campus, the International House (I-House) is a 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. I-House students represent approximately 25 countries, range in age from 17 to 35, study in a wide variety of programs offered on the SJSU campus, and enroll in graduate, undergraduate, semester and year exchange, 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. 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

STEP 4: APPLY FOR CAMPUS HOUSING CONTINUED

Housing Costs

Housing rent is based on double occupancy, furnished units with a 10-month contract. Rent includes basic utilities, wi-fi internet access, internet-based TV and furniture. Please note rent amounts are subject to change. To view the most up-to-date costs for our housing facilities, visit housing.sjsu.edu

| Housing Options | Description | Residents | Rent for School Year |
|---|--|---|----------------------|
| Campus Village Apartments – Building A “CVA” | Eight-story building: Efficiencies, one and two bedroom units and bed spaces | Juniors, Seniors, Graduate Students, Faculty and Staff | \$12,237 |
| Campus Village Apartments – Building B “CVB” | Fifteen-story building: Studios, three, four and five-bedroom units | Sophomores, Juniors, Seniors, Graduate Students | \$11,836 |
| International House “I-House” | Large residence near campus. Home to 70 U.S. and international students | Freshmen, Sophomores, Juniors, Seniors, Graduate Students | \$11,020 |

Meal Plans (optional)

There are a variety of meal plans offered, including plans offering a limited number of meals per semester. Students are sure to find one that fits their needs. Please note that meal plan amounts are subject to change. More information on current meal plan options can be found at dineoncampus.com/SJSU

| Housing Options | Meal Plan Options | Semester | School Year | Meal Plan and Rent for School Year |
|---|---|----------|-------------|--|
| Campus Village Apartments – Building A “CVA” | 90 Swipes* per Semester | \$1,375 | \$2,750 | \$12,237 (no meal plan) \$14,987 (90 swipes) \$15,987 (145 swipes) |
| | 145 Swipes* per Semester | \$1,875 | \$3,750 | \$11,836 (no meal plan) \$14,586 (90 swipes) \$15,586 (145 swipes) |
| Campus Village Apartments – Building B “CVB” | | | | |
| International House “I-House” | 7-day meal plan (Includes 2-3 meals/day prepared on-site at I-House + 50 swipes in the Commons on campus) | \$2,871 | \$5,742 | \$16,762 |

* A swipe is how you pay when you eat at the dining hall known as The Commons. Your meal plan includes a certain number of all-you-care-to-enjoy meals stored on your student ID Card. One swipe will be used each time you enter The Commons.

Step 5

Take Writing Skills Test

WRITING SKILLS TEST INFORMATION

testing.sjsu.edu/wst

DEPARTMENT EXAM LISTING

info.sjsu.edu/home/catalog.html

PRECALCULUS PROFICIENCY ASSESSMENT INFORMATION

sjsu.edu/math/calculus

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.

Before registering for the WST, students must earn a "C-" or better grade in English 1A (or its equivalent) and are strongly recommended to have completed a GE area A3 course. The WST is generally offered twice in the spring, summer and fall.

For the exact dates, or to learn more, visit testing.sjsu.edu/wst

Department Exams (If Required)

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 info.sjsu.edu/home/catalog.html

Many new undergraduates in the College of Science, Engineering and Business may need to take the Precalculus Proficiency Assessment, formerly known as the Calculus Placement Exam (CPE), prior to registration. For details, exemptions, and other criteria, visit sjsu.edu/math/calculus



Ling Le
Behavioral Science

Step 6

Register for Classes

HOW TO REGISTER FOR CLASSES

sjsu.edu/it/docs/peoplesoft/sa/self_service_student/SG_SR_SS_Enroll_Add_Class_9.0.pdf

WRITING SKILLS TEST INFORMATION

testing.sjsu.edu/wst

You will register for classes in your MySJSU student account during the enrollment appointment time posted in your Student Center.

Enrollment Appointments

Enrollment appointments for newly admitted transfer students will be posted on June 8. To receive an enrollment appointment, you must do the following:

- Show via official transcripts and test scores (AP, IB, CLEP) that you have completed the four basic skills course requirements, CSU eligibility, and major impaction requirements.
- Submit official transcripts and test scores (AP, IB, CLEP) by the date posted on your MySJSU "To Do List". Be sure to send official transcripts by the deadline posted. Send official transcripts to verify your eligibility to enroll as early as possible to minimize delays in the assignment of your enrollment appointment.

Attend Spartan Experience for Transfers (Mandatory Orientation)

To maintain your eligibility to enroll, you must attend your scheduled Spartan Experience for Transfers (mandatory orientation) session.

Take the Writing Skills Test (WST)

The WST is a prerequisite for many upper-division courses, especially the 100W course in your major and the SJSU Studies courses. You will have access to a wider selection of upper-division courses once you have passed the test. For WST registration information, visit testing.sjsu.edu/wst

Registering for Courses

Sign in to one.sjsu.edu > click "MySJSU" > navigate to "Student Center" > click "Enroll" under "Academics" section > choose the semester you want to enroll > click "Continue".

You can now add the class either by entering 5 digit Class Number(code) or by searching with Course Subject and Course Number e.g. ENGL 001A, then choose the section you want.

For instructions on how to register for classes go to:

sjsu.edu/it/docs/peoplesoft/sa/self_service_student/SG_SR_SS_Enroll_Add_Class_9.0.pdf

Registration Holds

If you have a registration hold, click "Details" link under "Holds" section on the right column on MySJSU and read this information carefully. If you do not have a hold, you may begin to register at your appointment time. (You do not need to come in person or call us to register.)

Late Registration

After the initial registration period (Advance Registration) ends, you may still register, but not until August 19, the first day of instruction. Late registrants are assessed a \$25 late fee. Late registration is dependent on the space available. Most of the classes will require a permission number from the instructor of the class in order to enroll. Getting the classes you want may be very difficult.

STEP 6: REGISTER FOR CLASSES CONTINUED

SCHEDULE OF CLASSES
info.sjsu.edu

SJSU CATALOG
info.sjsu.edu/home/catalog.html

**ACADEMIC ADVISING
AND RETENTION SERVICES
(AARS)**
408-924-2129

What will I need to register for classes?

- A file of your SJSU admission information, including admission letters, grade reports, copies of transcripts from other schools, placement test scores, and everything related to your enrollment.
- Attend all segments of the mandatory orientation.
- Schedule of Classes (info.sjsu.edu)
- The SJSU Catalog for descriptions of classes, major and minor requirements, available at info.sjsu.edu/home/catalog.html

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

If work or family obligations require you to change your schedule, you may re-enter the system to make changes before the last day to drop or the last day to add classes.

Important note: Before dropping any class(es) from your schedule to enroll in a different class, be sure you can successfully add the other course(s). Classes at SJSU fill up quickly. If a course you want is full, search for open sections via MySJSU. Or, place yourself on the class waitlist. You are not guaranteed enrollment into waitlisted courses.

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 the semester.

Registration Timeline

| | | |
|-----------|-----------------------------|--------------------------|
| June | Monday, June 15 | Registration Begins |
| August | Sunday, August 16 | Registration Ends |
| | Wednesday, August 19 | Late Registration Begins |
| September | Tuesday, September 8 | Late Registration Ends |

Step 7

Attend Spartan Experience for Transfers

**NEW STUDENT AND
FAMILY PROGRAMS**
[sjsu.edu/newspartans](https://nextsteps.sjsu.edu)

NEXT STEPS
<https://nextsteps.sjsu.edu>

Spartan Experience for Transfers is a mandatory one-day orientation program that will introduce you to the campus and its resources, connect you to your college and major department, and provide you with critical academic planning information. All admitted students are required to attend this mandatory orientation for the entire duration of the program.

Please bring the following:

- Your SJSU student ID number and password to register for classes on your MySJSU Student Portal
- Your Next Steps Reservation Receipt with the barcode. Find your receipt here: <https://nextsteps.sjsu.edu>
- One form of state-issued photo identification (ID), such as a driver's license, passport, or state ID card
- Laptop or tablet for course registration (smartphone will not suffice)
- Water bottle
- Other documents (if applicable)

For more information, contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972, or visit [sjsu.edu/newspartans](https://nextsteps.sjsu.edu)

Sign up for the Spartan Experience for Transfers (mandatory orientation) at <https://nextsteps.sjsu.edu>

Spartan Experience for Transfers Dates

June

| | |
|-------------------------|-----------|
| Tuesday, June 16 | Session 1 |
| Tuesday, June 23 | Session 2 |

July

| | |
|-------------------------|-----------|
| Friday, July 10 | Session 3 |
| Friday, July 17 | Session 4 |
| Tuesday, July 21 | Session 5 |
| Friday, July 24 | Session 6 |
| Friday, July 31 | Session 7 |

August

| | |
|--------------------------|-----------|
| Tuesday, August 4 | Session 8 |
|--------------------------|-----------|

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 mandatory orientation dates.

For more information about Spartan Experience for Transfers (mandatory orientation), contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972 or visit [sjsu.edu/newspartans](https://nextsteps.sjsu.edu)

Step 8

Submit Transcripts and Documents

PLEASE NOTE

After your documents have been received, it may take up to three weeks for your "To-Do List" items on your MySJSU account to be reviewed and updated. Avoid delays; complete the Next Steps process early, and submit requested documents as soon as possible in the approved format.

Test Scores (AP exams, CLEP) and IB diploma must also be sent directly to SJSU from the testing agency.

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

All supporting documents, including transcripts with coursework through Spring 2020, must be postmarked by **Wednesday, July 15**.

Partial Transcripts

You may see a MySJSU "To Do List" item requesting partial transcripts. Partial transcripts are official transcripts sent from your university that include your final Fall 2019 grades but will not include Spring 2020 grades. Sending partial transcripts allows us to get started on reviewing your documents for final verification. Please submit partial transcripts by **Monday, March 23**.

Final Transcripts and Verification

You are required to submit final transcripts and test scores (AP, IB, CLEP) for all completed coursework from all institutions that you attended and listed on your application. If you took courses at a college or university and are no longer attending that university, please send those final official transcripts as soon as possible. Please don't delay in sending transcripts as it can delay final verification and the posting of transfer credit. Final transcripts are due **Wednesday, July 15**.

We will look at your final transcript and test scores (AP, IB, CLEP) to verify that you completed all required courses for admission. This includes passing required courses with a C- or better. Final transcripts must include all final grades for all coursework completed from all institutions that you attended and must be submitted by the date listed on your MySJSU account "To Do List". If you have AP, IB or CLEP exam results, please have official test results sent to SJSU. After you have cleared verification, we will post your transfer credit to your MySJSU account.

How to Submit Transcripts and Documents

Transcripts with final grades for all courses must be submitted to maintain your eligibility to enroll. If you earned a degree from the institution(s) you attended, the transcript must show proof of your degree completion, including the graduation date.

To speed up transcript processing time you are highly encouraged to request that your institution send electronic transcripts to San José State University. If you must have your transcripts mailed, please make sure that the name on your application matches the name listed on your transcripts. All transcripts must be sealed and unopened to be accepted as official documents.

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. If transcripts must be mailed, send to:

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

Step 9

Pay Tuition and Fees

**PAYMENT PLAN
INFORMATION AND
PAYMENT DUE DATES**
sjsu.edu/bursar

**COST OF ATTENDANCE
INFORMATION**
sjsu.edu/faso/Applying/Cost_of_Attendance

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

Cost of Attendance

The total cost of attendance will vary if you choose to live at home with your parents (or legal guardians), on campus, or off-campus. Below is the estimated cost of attendance for the 2019-20 academic year. For the most up-to-date cost information, visit sjsu.edu/faso/Applying/Cost_of_Attendance

| Costs | With Parents | Campus Housing | Off Campus |
|-----------------------------|-----------------|-----------------|-----------------|
| Transportation | \$1,621 | \$1,505 | \$1,579 |
| Miscellaneous/Personal | \$1,704 | \$1,704 | \$1,704 |
| Books and Supplies | \$2,058 | \$2,058 | \$2,058 |
| Room and Board | \$6,096 | \$16,946 | \$16,189 |
| Undergraduate Fees | \$7,852 | \$7,852 | \$7,852 |
| Total (CA Residents) | \$19,331 | \$30,065 | \$29,382 |

* In addition to all mandatory state and local tuition fees, non-residents of California pay \$396 per unit.

* All information, dates, test scores, and fees subject to change without notice.

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).

Fee Payment Deadlines

After you register, sign in 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 all your classes being dropped. For more information about payment methods, including international wire transfer, fees and payment due dates visit sjsu.edu/bursar

If a Third Party Sponsor, such as a foreign government agency, a business and/or educational institution, agrees to sponsor you by paying your tuition and fees, please get an authorization letter from the sponsor stating how much of your tuition they will cover and for which semesters. Submit the authorization to SJSU's Bursar's Office, attention: Third Party Technician and retain a copy of the letter for your records. The Bursar's Office will invoice the sponsor as appropriate for tuition and fees after the add/drop period as long as the sponsored student is registered and has submitted a current letter of authorization. Learn more at sjsu.edu/bursar/services/sponsors/3rd_party/index

STEP 9: PAY TUITION AND FEES CONTINUED

PAYMENT PLAN INFORMATION AND PAYMENT DUE DATES sjsu.edu/bursar

PAYMENT PLAN OPTION INFORMATION sjsu.edu/bursar/payment_refunds/installments

SPARTAN BOOKSTORE CHARGES sjsu.edu/bursar/services

Installment Payment Plans

There are two installment plans, one for tuition and fees and one for on-campus housing. There are enrollment fees to participate for each. Please note: Students are not able to sign-up for the payment plans until charges actually appear on their account, either tuition and fees, or housing charges. For payment plan options visit sjsu.edu/bursar/payment_refunds/installments

Field Trip Fees

A few courses have additional field trip fees ranging from \$11 to \$52.

Special or Optional Fees

Parking permits are available for students. A daily one-semester parking permit is estimated at \$192.

Refunds

Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund more quickly and securely than with 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 purchased at the Spartan Bookstore to their MySJSU student account up to \$900 per semester. For more details visit sjsu.edu/bursar/services

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.

Financial Aid

FINANCIAL AID AND SCHOLARSHIP OFFICE

408-283-7500

fao@sjsu.edu

sjsu.edu/faso

FAFSA APPLICATION

studentaid.gov

CALIFORNIA DREAM ACT AB540

sjsu.edu/faso/Applying/eligibility/californiadreamactof2011

CALIFORNIA DREAM ACT APPLICATION

caldreamact.org

FAFSA

To help cover the cost of attending SJSU, you can apply for financial aid, which is provided in the form of federal grants, state grants, work-study, and loans, by using the Free Application for Federal Student Aid (FAFSA). Learn more at sjsu.edu/faso

California Dream Act – AB540

AB540 students (undocumented immigrant status) may qualify for state grant programs that make up the California Dream Act of 2011. The California Dream Act is the result of two bills, Assembly Bill 130 (AB 130) and Assembly Bill 131 (AB 131). Together, these bills allow undocumented and documented students who meet certain provisions of AB540 law to apply for and receive private scholarships funneled through public universities (AB 130), state-administered financial aid, university grants and community college fee waivers (AB 131). For more information visit, sjsu.edu/faso/Applying/eligibility/californiadreamactof2011

Applying for Aid

Once you apply for financial aid (either via the FAFSA or California Dream Act Application), SJSU's Financial Aid Office will post requests on your MySJSU student account for documents required to determine if you are eligible for financial aid and how much you are eligible to receive. It will take about two weeks to receive a response after you apply and up to three-to-four months to complete the entire process.

Online Application

FAFSA - Apply at studentaid.gov

California Dream Act - Apply at caldreamact.org

Application Deadlines

| | |
|---|-----------------------|
| FAFSA and CA Dream Act Application Priority Deadline | March 2, 2020 |
| Requested Documents Due (via MySJSU "To Do List") | April 24, 2020 |

Application Code

SJSU's six-digit code = 001155 (for both the FAFSA and California Dream Act Application)

Step 10

Submit Proof of Immunizations

IMMUNIZATION INFORMATION

sjsu.edu/studenthealth/getting_care/Immunizations

As a new student, you will need to upload proof of immunizations prior to the first day of classes.

Required Immunizations

- Measles, Mumps and Rubella (MMR) Vaccine
- Varicella (Chicken Pox Vaccine)
- Tetanus/Pertussis/Diphtheria (Tdap)
- Meningococcal Conjugate
- Hepatitis B Vaccine

For more information on current requirements and how to submit proof, visit sjsu.edu/studenthealth/getting_care/Immunizations



Khrystein
Business Administration/
International Business

Sarah
Nursing

Important Resources

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 (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 (info.sjsu.edu/web-dbgen/splash/schedules.html) every student at SJSU is responsible for knowing and upholding.

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, at sjsu.edu/studentconduct/policies

Students with Disabilities

The Accessible Education Center (AEC) provides academically related accommodations and services for students with disabilities. To qualify, students must complete an AEC application and meet with an AEC Counselor. A wide spectrum of accommodations/services/auxiliary aides are available to students based on individual needs. Accommodations include, but are not limited to: Consideration for priority registration, note takers, sign language interpreters/Captioners, test accommodations, academic counseling, disability management and assistive technology training.

Students can register with the AEC anytime during the semester; however it is recommended that students provide the AEC with disability verification as soon as possible to assist them. Visit AEC's website for more information.

Non-Discrimination Policy

San José State University does not discriminate on the basis of age, ancestry, citizenship status, color, disability, ethnicity, gender, gender expression, gender identity, marital status, medical condition, military/veteran status, national origin, race, religion or lack thereof, sex, sexual orientation, genetic information or veteran's status. This policy applies to all SJSU students, faculty, staff and third parties. Questions regarding this policy should be directed to the director of the Office for Equal Opportunity, 408-924-2250.

SJSU prohibits sex/gender-based discrimination, harassment and retaliation, sexual misconduct, dating and domestic violence, and sex/gender-based stalking against students, faculty, staff, and third parties. In addition, SJSU prohibits discrimination or harassment based on pregnancy, childbirth, or any related medical condition. Please direct questions regarding these policies to the University's Title IX Office, 408-924-7290 or titleix@sjsu.edu.

Contacts

**FACULTY, STAFF AND
DEPARTMENTAL
DIRECTORY**
sjsu.edu/directory

SOCIAL MEDIA



facebook.com/SJSUEnrollment
facebook.com/sanjosestate
instagram.com/sjsu_es
twitter.com/SJSU_ES

SJSU | STUDENT AFFAIRS

ENROLLMENT MANAGEMENT
Office of Undergraduate
Admissions and Outreach

San José State University
One Washington Square
San José, CA 95192-0016
408-283-7500
sjsu.edu/admissions

Photography by: Dan Liberti

On the Cover:
Sravanthi

Business Administration/
Corporate Accounting Finance

Accessible Education Center

sjsu.edu/aec
aec-info@sjsu.edu
408-924-6000

Advising

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

Athletics

sjsuspartans.com

Bookstore

spartanbookstore.com
408-924-1800

Career Center

sjsu.edu/careercenter
careerhelp@sjsu.edu
408-924-6031

Class Schedules

info.sjsu.edu/web-dbgen/splash/schedules.html

Financial Aid and Scholarship Office

sjsu.edu/faso
fao@sjsu.edu
408-283-7500

Housing (University Housing Services)

sjsu.edu/housing
uhs-frontdesk@sjsu.edu
408-795-5600

International House (I-House)

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

Library (Dr. Martin Luther King, Jr. Library)

library.sjsu.edu
408-808-2300

Maps/Directions to SJSU

sjsu.edu/about_sjsu/visiting/campus_maps/directions

New Student and Family Programs

(for Spartan Experience for Transfers questions)
sjsu.edu/newspartans/transfer-orientation
transfer-orientation@sjsu.edu
408-924-5972

Parking

Purchase parking permits online only
sjsu.edu/parking

Registration (Registrar's Office)

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

Spartan Eats Dining Services

dineoncampus.com/SJSU

Testing Office

testing.sjsu.edu
testing-office@sjsu.edu
408-924-5980

Tours of SJSU

youvisit.com/tour/sjsu
(virtual campus tour)
sjsu.edu/soar
outreach@sjsu.edu
408-924-2786

Transportation Solutions

sjsu.edu/as/departments/transportation-solutions
transportation@sjsu.edu
408-924-7433

Tuition (Bursar's Office)

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

Tutoring and Mentoring Services

Peer Connections
peerconnections.sjsu.edu
peerconnections@sjsu.edu
408-924-2587

This brochure is available in alternative formats (braille, digital, etc.) upon request.