

## 5 Steps to Applying for Summer Housing at SJSU

Summer housing is available to current spring residents who wish to stay for summer, new fall residents who will be attending summer classes or any student or staff member here for the summer period. Space is limited and available in CVA only.

Do not wait to submit your online housing application and \$600 initial housing payment. Housing fills quickly, we urge you to adhere to the deadlines as started in the Annual Housing License Agreement.

If you have not yet been issued an SJSU ID#, to apply please contact University Housing Services main office for instructions either by email at [uhs-frontdesk@sjsu.edu](mailto:uhs-frontdesk@sjsu.edu) or by phone 408-795-5600.

1. Go to the University Housing Services web site at: <http://www.housing.sjsu.edu> Click on "Housing Application Portal" under Quick Links located on the right hand column.
  - Print out and review the Summer Session options to determine the correct session for your needs.
  - Review the 2020-2021 Student Annual License Agreement Booklet
  - Review the 2021 Summer Housing Rates
2. Log in to the Housing Application Portal using your SJSU ID# and MySJSU password, and follow all steps of the online housing application. You may provide additional information such as emergency contacts or alternative email addresses; however, we will always use your primary details that are provided to the campus and maintained in MySJSU.
3. Licensees under 18 years of age at the time of submitting an online housing application must submit an electronically signed copy of the License Agreement with a signature of a parent/guardian or legally responsible person for the Licensee. Be sure to have the email address of a parent/guardian or legally responsible person and advise them to electronically sign immediately so you may complete the additional steps in the online housing application.
4. Prior to completing the online housing application, you will be redirected to a secure payment website, CASHNet, and must remit the \$600 initial housing payment. It is extremely important to return back to the housing application after submitting your payment; if you do not return and click on the "save & continue" button on the Confirmation page, your online housing application will not be considered complete.
5. If you are not able to make your \$600 initial housing payment online, you may mail the \$600 initial housing payment to:

University Housing Services  
Attn: Housing Cashier  
One Washington Square  
San Jose, CA 95192-0133

  - Checks should be made payable to SJSU Housing. Please include your student ID# on the face of the check.

If your on-campus housing application is complete (all forms electronically submitted online and paid the \$600 initial housing payment) and you have been accepted to live on campus at SJSU, you will be assigned a bedspace based on number of applicants and availabilities. Your assignment letter will be sent to you via e-mail starting in Mid May.

The remainder of your summer housing charges will be due according to the schedule in the Annual Housing License Agreement Booklet. Late payments will be charged a \$75.00 late fee.

**Please Note:** Agreements reached between prospective residents and University Housing Services do not indicate a guarantee of admission or enrollment to San Jose State University. This is a reminder that your offer of admission to the university is contingent upon meeting all deadlines included on your official letter of admission and is pending final verification of your official/final documents.