

SAN JOSÉ STATE UNIVERSITY

STEPS TO ENROLLMENT

INTERNATIONAL TRANSFERS | FALL 2024



SJSU | OFFICE OF
UNDERGRADUATE ADMISSIONS

One Washington Square | San José, CA 95192 | 408-283-7500 | sjsu.edu

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 MySJSU student account for specific deadlines and tasks that need to be completed to ensure your enrollment.

STAY COMMITTED TO THE PROCESS

Deadlines are very important and are in place to help you through the enrollment process. You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility.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.

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 2024. This guide includes detailed information to help you complete each of the required steps.

Checklist

Mandatory

- Submit your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) by the date posted on your MySJSU To Do List
 - Sign up for your mandatory Spartan Experience for Transfers (Transfer Orientation)
 - Pay your nonrefundable enrollment deposit (\$250)
- Submit all required partial and final documents and transcripts listed on your To Do List in MySJSU by the posted deadlines
- Apply for Campus Housing (optional)
- Complete the Upper-Division Writing (UDW-DSP) Directed Self-Placement Exercise
- Saturday, June 1:** Submit photo for your Tower Card ID at myid.sjsu.edu
- Complete Spartan Link Online Pre-Orientation prior to attending mandatory Spartan Experience for Transfers (Transfer Orientation)
- Attend your mandatory Spartan Experience for Transfers (Transfer Orientation)
- Submit final transcripts, test scores and documents by **Monday, July 15**
- Make your housing payment by Monday, July 15 if you are planning to live on campus
- Pay your tuition and fees by **Wednesday, August 14**
- Attend Global Spartan Welcome (GSW)
- Purchase health insurance through SJSU prior to registering for classes
- Complete Immigration Document Process. If coming from another school in the U.S., submit the SJSU Transfer In Form
- Complete online training programs on sexual violence and alcohol abuse prevention

Important

- Read the SJSU Catalog for important information
- Read the SJSU Schedule of Classes at sjsu.edu/classes
- Follow SJSU Enrollment Services on Instagram and Twitter: @SJSU_ES

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. In particular, failure to submit your transcripts will result in your application being withdrawn, even if you have signed up for housing, attended the Spartan Experience for Transfers orientation, or registered for classes.

What if I am planning to take courses required for admission during the Summer 2024 term?

You may not use coursework from the Summer 2024 term to complete admission requirements.

If I want to take the fall semester off, can I defer admission to another term?

No, your admission offer is good for the Fall 2024 term only. You must attend at least one course during the Fall 2024 semester to maintain your admission. If you do not enroll in courses during the term of your admission and wish to be admitted 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?

Because SJSU is an impacted campus, change of major cannot take place prior to the start of the term and is never guaranteed even after admission to SJSU.

2024-2025 Calendar

March 2024	Saturday, March 23	Submit official partial transcripts and documents
May 2024	Wednesday, May 1	Check your MySJSU To Do List for your Intent to Enroll deadline Housing application deadline (University Housing Services) International document deadline (MySJSU To Do List)
	Monday, May 27	Memorial Day – campus closed
June 2024	Saturday, June 1	Deadline to submit a photo for your Tower Card (Student ID) at myid.sjsu.edu
	Friday, June 7	Spartan Experience for Transfers (Transfer Orientation) Session 1
	Tuesday, June 11	Spartan Experience for Transfers (Transfer Orientation) Session 2
	Thursday, June 13	Spartan Experience for Transfers (Transfer Orientation) Session 3
	Tuesday, June 18	Spartan Experience for Transfers (Transfer Orientation) Session 4
	Thursday, June 20	Spartan Experience for Transfers (Transfer Orientation) Session 5
	Tuesday, June 25	Spartan Experience for Transfers (Transfer Orientation) Session 6 (virtual)

July 2024	Monday, July 15	Final official transcript/document due date Housing payment due date
August 2024	Friday, August 2	Spartan Experience for Transfers (Transfer Orientation) Session 7 (virtual)
	Wednesday, August 14	Payment due date
	Friday, August 16 – Saturday, August 17	University Housing Services move-in date
	Saturday, August 17	New Student Convocation (5:30 p.m. – 7:30 p.m.)
	Sunday, August 18	Advance registration ends Last day to drop for 100% refund
	Monday, August 19 - Tuesday, August 20	Registration closed
	Wednesday, August 21	First day of instruction Late registration begins
September 2024	Monday, September 2	Labor Day - campus closed
	Saturday, September 14	Payment due date
	Tuesday, September 17	Last day to add classes via MySJSU Last day to drop classes without a “W” grade Last day to submit Audit (DocuSign) Credit/No-Credit Option (Advisor Request)
	Thursday, September 19	Late Add Post Census request required Late Drop/Semester Withdrawal Petition required

STEP 1

STEP 2

NEXT STEPS
nextsteps.sjsu.edu

**UNDERGRADUATE
ADMISSIONS**
[Live chat at sjsu.edu/admissions](https://sjsu.edu/admissions)

Submit Intent to Enroll

We hope that you will join us for Fall 2024! To be able to plan for our new students, we need to know if you intend to enroll. To submit your intent to enroll, go to the Next Steps Intent to Enroll website (nextsteps.sjsu.edu) and tell us your plans. To submit your intent to enroll, go to the Next Steps Intent to Enroll website (nextsteps.sjsu.edu) and complete the multi-step process by 11:59 p.m. (Pacific Daylight Time) no later than the date posted on your MySJSU To Do List. Note that if you do not meet this deadline we will assume that you do not want to attend SJSU and your admission will be withdrawn.

YES – I intend to enroll at SJSU for the Fall 2024 semester.

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

NO – I will not attend SJSU for the Fall 2024 semester.

(Your application will be withdrawn from further consideration.)

You will need the following to submit your intent to enroll:

- Your nine-digit SJSU ID (provided on your Letter of Admission)
- Your SJSUOne password

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

STEP 2

STEP 3

NEXT STEPS

nextsteps.sjsu.edu

ONLINE PRE-ORIENTATION

spartanlink.sjsu.edu

NEW STUDENT AND FAMILY PROGRAMS

408-924-5972

sjsu.edu/newspartans

Sign Up for Spartan Experience for Transfers (Transfer Orientation)

Spartan Experience for Transfers is the mandatory one-day, in-person 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 orientation will be included in your \$250 enrollment deposit.

Before attending Spartan Experience for Transfers (Transfer Orientation), complete Spartan Link (spartanlink.sjsu.edu) Online Pre-Orientation.

During orientation, we will:

- Discuss and explain key university services
- Facilitate connections with other staff, faculty and your fellow incoming students
- Host a General Education advising workshop to help in planning your academic schedule

Trained Orientation Leaders will:

- Answer some of your initial questions
- Guide you through educational experiences about campus programs and services
- Assist you in making the transition to SJSU

If you do not attend or leave during any portion of the program, you will be blocked from registering for classes and will not be able to attend SJSU in Fall 2024. Students who arrive late will not be allowed to attend the program.

Parents and family members are invited to attend the virtual Parent and Family Orientation this summer. Registration for parents and families is located in the SJSU Parent and Family Portal (sjsu.campusesp.com).

For more information, contact New Student and Family Programs at transfer-orientation@sjsu.edu or visit sjsu.edu/newspartans and use our Live Chat feature.

Sign up for the mandatory Spartan Experience for Transfer (Transfer Orientation) at nextsteps.sjsu.edu

Students requesting Transfer Orientation accommodations due to disability limitations(s) must register with the Accessible Education Center. Register online at sjsu.edu/aec

STEP 3

STEP 4

NEXT STEPS
nextsteps.sjsu.edu

Pay Enrollment Deposit

In order to complete the Next Steps Intent to Enroll process and reserve your spot to attend SJSU, you must submit your nonrefundable enrollment deposit by the deadline posted in your MySJSU account.

Please note: The \$250 enrollment deposit is nonrefundable, even if you do not enroll in classes for the Fall 2024 semester.

Pay your enrollment deposit at nextsteps.sjsu.edu

STEP 4

STEP 5

UNIVERSITY HOUSING SERVICES

sjsu.edu/housing

408-795-5600

uhs-frontdesk@sjsu.edu

Apply for Campus Housing

If you would like to stay on campus while attending SJSU, you must complete a housing application for the Fall 2024 semester.

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 408-795-5600 or uhs-frontdesk@sjsu.edu

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

- A completed online University Housing application
- A \$50 nonrefundable application fee
- Pay Initial Payment

Students requesting housing accommodations due to disability limitation(s) must register with the Accessible Education Center. Register online at sjsu.edu/aec

STEP 4: APPLY FOR CAMPUS HOUSING CONTINUED

UNIVERSITY HOUSING SERVICES

sjsu.edu/housing

408-795-5600

uhs-frontdesk@sjsu.edu

SPARTAN EATS CAMPUS DINING

dineoncampus.com/SJSU

Housing Costs

Housing rent is based on double occupancy, furnished units with a 10-month contract. Rent includes basic utilities, WiFi Internet access and furniture.

Please note rent amounts are subject to change. To view the most up-to-date costs for our housing facilities and specific information about semester rates, visit sjsu.edu/housing

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	\$13,808
Campus Village Apartments Building B "CVB"	Fifteen-story building: Studios, three, four and five-bedroom units	Sophomores, Juniors, Seniors, Graduate Students	\$13,354
Campus Village Suites Building C "CVC"	Seven-story building: Four-bedroom units	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$13,708
Campus Village 2 "CV2"	Ten-story building: Traditional hall	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$14,528
Joe West and Washburn Halls "The Classics"	Twelve-story building (Joe West) and Three-story building (Washburn Hall): Traditional halls	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$10,836
COMING SOON! Spartan Village on the Paseo "SVP"	Thriving student community in the heart of downtown. Double, triple and quad room types available	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$15,021

Meal Plans

Selecting a meal plan is required for all students in campus housing with the exception of those residing in CVA and CVB.

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.

Plan amounts are subject to change. 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	\$1,538	\$3,076	\$13,808 (no meal plan) \$16,884 (90 swipes) \$17,778 (145 swipes)
	145 swipes* per Semester	\$1,985	\$3,970	\$13,354 (no meal plan) \$16,430 (90 swipes) \$17,324 (145 swipes)
Campus Village Apartments Building B "CVB"				
Campus Village Suites Building C "CVC"				\$19,496 (5-day Gold) \$20,522 (7-day Platinum)
Campus Village 2 – "CV2"	5-day Gold (Monday – Friday)	\$2,894	\$5,788	\$20,316 (5-day Gold)
	7-day Platinum (Monday – Sunday)	\$3,407	\$6,814	\$21,342 (7-day Platinum)
Joe West and Washburn Halls "The Classics"				\$16,624 (5-day Gold) \$17,650 (7-day Platinum)
COMING SOON! Spartan Village on the Paseo "SVP"	7-day Plan 2 (Monday – Sunday)	\$1,971	\$3,942	\$18,963 (7-day Plan 2)
	7-day Plan 1 (Monday – Sunday)	\$2,320	\$4,640	\$19,661 (7-day Plan 1)
	7-day Silver (Monday – Sunday)	\$2,625	\$5,250	\$20,271 (7-day Silver)

* 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 Tower Card (student ID). One swipe will be used each time you enter The Commons.

**HEALTH ADVISORY
INFORMATION**
sjsu.edu/healthadvisories

**IMMUNIZATION
INFORMATION**
sjsu.edu/immunization

Submit Immunization Records

Immunizations and Records

As a new student, you will need to provide proof of immunizations prior to the first day of classes to avoid delays with housing applications, class registration and/or participation in programs.

CSU Required Immunization

- Hepatitis B Vaccine: Full immunization series completed. All incoming students who are 18 years of age or younger on the first day of their first term must submit proof of Hepatitis B immunization.

Additional Requirements for SJSU University Housing and International Students

- Updated COVID-19 vaccine
- Meningococcal conjugate (MenACWY) vaccine
- Tuberculosis (TB) screening form (available in [Student Wellness Center Patient Portal](#))

Students will be able to upload their documents through the [Student Wellness Center Patient Portal](#) after May 1, 2024. Housing students should upload their immunization record AFTER their housing application has been processed since additional requirements will only be visible after approval of your housing application.

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

WRITING SKILLS TEST INFORMATION

sjsu.edu/wac/wst

DEPARTMENT EXAM LISTING

catalog.sjsu.edu

CALCULUS PLACEMENT EXAM INFORMATION

sjsu.edu/math/calculus

Complete Upper-Division Writing Directed Self-Placement Exercise

The Upper-Division Writing Directed Self-Placement (UDW-DSP) is an exercise (not a test) that helps students place themselves in the appropriate writing course at SJSU. Before registering for an upper-division writing course (100W), students must earn a “C-” or better grade in a GE area A3 course or equivalent second-semester composition course, and complete the UDW-DSP.

What you need to do:

- Make sure you have met the above criteria in order to complete the UDW-DSP
- Go to sjsu.edu/wac/wst and read the information
- Click on the link “Begin the Upper-Division Writing Directed Self-Placement Exercise” and complete the exercise
- Make sure you complete the UDW-DSP before you enroll in your courses at SJSU

Department Exams (If Required)

Check to see if you need to take a department-specific placement exam by contacting the department that oversees your degree program (major).

Learn more by reviewing the Course Placement by Examination section of the catalog at catalog.sjsu.edu

Students requesting Department Exams accommodations due to disability-related limitations must register with the Accessible Education Center at least two weeks prior to the exam dates. Register online at sjsu.edu/aec

For questions about the UDW Directed Self-Placement Exercise, please visit sjsu.edu/wac/wst

Many new undergraduates in the College of Science, Engineering and Business may need to take the Calculus Placement Exam prior to registration. For details, exemptions, and other criteria, visit sjsu.edu/math/calculus

STEP 7

STEP 8

NEW STUDENT AND FAMILY PROGRAMS

sjsu.edu/newspartans

408-924-5972

transfer-orientation@sjsu.edu

TRANSFER ORIENTATION

408-924-5972

transfer-orientation@sjsu.edu

PARENT AND FAMILY ORIENTATION REGISTRATION

sjsu.campusesp.com

Attend Spartan Experience for Transfers (Transfer Orientation)

Spartan Experience for Transfers (SET) is the 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.

Transfer Orientation Sessions:

Session 1: Friday, June 7, 2024

Session 2: Tuesday, June 11, 2024

Session 3: Thursday, June 13, 2024

Session 4: Tuesday, June 18, 2024

Session 5: Thursday, June 20, 2024

Session 6: Tuesday, June 25, 2024 (virtual orientation)

Session 7: Friday, August 2 (virtual orientation)

Parents and family members are invited to attend the virtual Parent and Family Orientation this summer. Registration for parents and families is located in the SJSU Parent and Family Portal (sjsu.campusesp.com).

Disability Accommodations

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 (Transfer Orientation), contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972 or visit sjsu.edu/newspartans

STEP 8

STEP 9

SCHEDULE OF CLASSES
sjsu.edu/classes

SJSU CATALOG
catalog.sjsu.edu

Register for Classes

You will register for classes in your MySJSU student account once you have an enrollment appointment.

Registration Appointments

Your registration appointment will be posted to MySJSU. We encourage you to use MyScheduler (in MySJSU Student Center) to plan your course schedule. This tool allows you to pre-program in breaks or time conflicts before calculating several possible course schedules to choose from. Once you have chosen the optimal schedule, those courses can be sent to your MySJSU account to complete your course registration.

Attend Spartan Experience for Transfers (Mandatory Transfer Orientation)

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

Registering for Courses

Sign in to one.sjsu.edu and search for "MyScheduler." MyScheduler will allow you to pre-plan your course schedule and send that schedule to MySJSU to complete enrollment once you are eligible.

Registration Holds

If you have a registration hold, log in to MySJSU, go to self-service, and click on "Holds" in the left navigation pane. This will display the details of your hold and how to resolve them. 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 the first day of instruction. Late registration is dependent on the space available. Getting the classes you want may be very difficult.

NEW STUDENT AND FAMILY PROGRAMS

sjsu.edu/newspartans
408-924-5972

TRANSFER ORIENTATION

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

PARENT AND FAMILY ORIENTATION REGISTRATION

sjsu.campusesp.com

SCHEDULE OF CLASSES

sjsu.edu/classes

SJSU CATALOG

catalog.sjsu.edu

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, copies of AP and placement test scores, and everything related to your enrollment.
- Attend all segments of the mandatory orientation.
- The SJSU Catalog for descriptions of classes, major and minor requirements, available at catalog.sjsu.edu

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

If work or family obligations require you to change your schedule, you may make changes to your class schedule before the last day to drop/add classes.

Important note: Before dropping/swapping 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 MyScheduler (both can be found at one.sjsu.edu). Or place yourself on the class waitlist. It is not guaranteed that you will be able to enroll in waitlisted courses.

Can I still get academic advising if my transcripts have not been fully evaluated?

Yes. 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.

What if I don't register for the Fall 2024 semester?

Your admission is only good for the Fall 2024 semester. You must attend at least one course during the Fall 2024 semester to maintain your admission. If you do not enroll in courses during the term of your admission and wish to be admitted for a later term, you must submit a new application for the next available term for which you meet the minimum requirements.

STEP 9

STEP 10

TUITION AND FEES

sjsu.edu/bursar

FEES AND DEBTS OWED

catalog.sjsu.edu/content.php?catoid=13&navoid=4893#fees-and-debts-owed-to-the-university

COST OF ATTENDANCE

sjsu.edu/faso/process/cost-of-attendance.php

Pay Tuition and Fees

Fees are due after registering for your classes. To see your payment due date, check MySJSU 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

After you register, sign in to MySJSU to view the amount you owe and your payment due date. SJSU does not send invoices to students. It is your responsibility to check MySJSU to keep current with your account. When you miss the payment deadline, your account will have a past-due hold that prevents your from enrolling in future classes.

For more information about fees and debts owed to the university, visit catalog.sjsu.edu/content.php?catoid=13&navoid=4893#fees-and-debts-owed-to-the-university

Payment Due Dates

August 14, 2024

September 14, 2024

Costs of Attendance

Amounts are based on full-time attendance (12 units per semester) for a nine-month academic year.

More detailed information about tuition and fees can be found at sjsu.edu/bursar

Costs of Attendance tables can be found on sjsu.edu/faso/process/cost-of-attendance.php

Tuition and Fees*	\$18,545
Living Expenses	\$25,278
Health Insurance	\$2,250

Total (required for Declaration of Finance) \$46,073

*Tuition Fees include \$396.00 per unit for non-residents of California

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, the CSU reserves the right, even after initial fee payments are made, to increase or modify any listed fees, 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).

THIRD-PARTY SPONSORS

sjsu.edu/bursar/our-services/waivers-sponsors/3rd-party.php

SCHOLARSHIP AND FINANCING INFORMATION

sjsu.edu/faso/types-of-aid/scholarships/international-students.php

INSTALLMENT PAYMENT PLAN OPTION INFORMATION

sjsu.edu/bursar/payment-refunds/installment-payment-plan.php

SPARTAN BOOKSTORE CHARGES

sjsu.edu/bursar/our-services/spartan-bookstore-voucher.php

INTERNATIONAL WIRE TRANSFER INFORMATION

sjsu.edu/bursar/payment-refunds/methods-payment/international

REFUND AND DIRECT DEPOSIT INFORMATION

sjsu.edu/bursar

Third-Party Sponsors

If a Third Party Sponsor, such as a foreign government agency or business and/or educational institution, agrees to sponsor you by paying your tuition and fees, please get an authorization letter from the sponsor specifying how much of your tuition they will cover and for which semesters. Submit the authorization to SJSU's Bursar's Office, Attention: Third Party Sponsor or email the authorization to: student-sponsors-waivers@sjsu.edu 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/our-services/waivers-sponsors/3rd-party.php

Financial Aid

Please note that international students are not eligible for federal or state financial aid.

Scholarships

Scholarships are available to international students through SJSU's Financial Aid & Scholarship Office. International students are only eligible for scholarships that are merit-based. Need-based scholarships are part of financial aid, which is unavailable to international students.

To get more information on scholarships, visit the [SJSU Financial Aid & Scholarship Office](#)

Installment Payment Plans

The university offers payment plans to assist students and their families in making their payments over a period of time. Two payment plans are offered for the fall and spring semesters:

- Tuition and fees payment plan
- Housing payment plan

Students may sign up for both plans if needed and each payment plan has a \$35 fee. The initial payment includes campus mandatory fees, optional SIRF fee, First Day Solutions charges and miscellaneous class fees. These fees must be paid by your payment due date and are not included in the installments.

Eligible charges that can be divided into installment payments include tuition fees, non-California resident fees, and graduate professional business program fees. A student must have a minimum of \$1,000 in eligible charges to qualify for the payment plan. Visit sjsu.edu/bursar/payment-refunds/installment-payment-plan.php for more information.

International Wire Transfers

International students can now make payments via international wire transfer. San José State University has partnered with Flywire to streamline the tuition payment process for our international students. Flywire offers excellent foreign exchange rates, allowing you to pay in your home currency and save a significant amount of money compared to traditional banks. You will be able to track the progress of your payment throughout the transfer process via a student dashboard and you will also be notified via email when your payment is received by San José State.

There is no fee charged by SJSU or Flywire for international wire transfers, however, the bank used to send the wire transfer may charge a fee so check with that bank for the fee schedule.

Learn more at sjsu.edu/bursar/payment-refunds/methods-payment/international.php

Field Trip Fees

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

Refunds

Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund several days quicker than a paper check and more securely. To enroll, log in to MySJSU, scroll to Finances and select Enroll in Direct Deposit. To learn more visit sjsu.edu/bursar

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/our-services/spartan-bookstore-voucher.php

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.

STEP 10

STEP 11

NEXT STEPS
nextsteps.sjsu.edu

Submit Final Official Transcripts

We will review your partial and final official transcript(s) to verify that you completed all required courses for admission. This includes passing required courses with a "C-" or better. Partial official transcripts show all completed coursework from all institutions that you have attended as well as coursework in progress and must be submitted by **Saturday, March 23, 2024**.

Final official transcripts must include all completed coursework from all institutions that you have attended and must be submitted by **Monday, July 15, 2024**. If you have AP, AL, AS, IB or CLEP exam results, please have official score reports sent directly to SJSU by the testing agency.

STEP 11

STEP 12

INTERNATIONAL STUDENT AND SCHOLAR SERVICES (ISSS)

sjsu.edu/iss

408-924-5920

international-office@sjsu.edu

VISA INTERVIEW INFORMATION

sjsu.edu/iss/new-students/pre-arrival/index.php

Complete Immigration Document Process

F-1 Visas

Coming from a U.S. Institution

To complete this process, you must do the following: Show your admission letter and the SJSU “SEVIS Transfer In Form” to your current school’s international office.

You can find the form at sjsu.edu/iss/docs/SJSU%20Transfer%20IN%20Form%20F-1%20students.pdf

This form is not mandatory but optional; it is used to let your current institution know that you wish to transfer to SJSU. Once your current institution sends your electronic I-20 document through SEVIS, then you will receive a Transfer-Pending Form I-20 from SJSU.

Coming from Outside the U.S.

You will receive a U.S. Immigration Form I-20 directly from San José State in the mail with your letter of admission. To start the process to obtain an F–1 student visa, first complete the I–901 form online through SEVIS at ice.gov/sevis/i901 then pay the SEVIS fee and print out the receipt. To obtain your F-1 visa, make an appointment for a visa interview and go to the nearest U.S. Consulate with the following:

- Your current passport
- SJSU admission letter
- Your I–20 (Certificate of Eligibility) form
- Proof (receipt) of SEVIS payment
- Proof of financial support
- Other supporting documents, as indicated on the website of the U.S. Embassy or Consulate you will be visiting

For more information on preparing for a visa interview, visit sjsu.edu/iss/new-students/pre-arrival/index.php

Customs and Immigration at the Airport

Please expect this process to be a lengthy experience and prepare in advance. You must keep the following documents in your carry-on luggage so you are able to present them to a Customs and Border Patrol officer:

- Passport (must be valid for at least six months after the date of entry)
- F-1 visa stamp, valid at the time of entry
- Form I-20, must be valid
- Proof of financial support and resources reflected on Form I-20
- Tuition and/or Housing receipt(s), if you have made payments prior to your arrival
- SEVIS fee receipt

Canadian citizens are not required to apply for a visa to enter the U.S. as an F-1, but must still pay the SEVIS Fee and present their Form I-20 at the U.S. port of entry.

For more information on preparing for Customs and Immigration at the airport, visit sjsu.edu/iss/new-students/pre-arrival/index.php

Upon arrival at SJSU, you must complete your Immigration Document checkin at the Office of International Student and Scholar Services (ISSS). For more information, visit sjsu.edu/iss

STEP 12

STEP 13

LEARN HOW TO PURCHASE HEALTH INSURANCE

sjsu.edu/iss/resources/health-insurance

Purchase Health Insurance

SJSU requires all students to have medical insurance, and all international students are required to purchase the SJSU health insurance coverage prior to registering for classes. You can register for the mandatory SJSU health insurance online. This is required even if you already have insurance coverage in your home country, from family, or other sources.

Learn how to enroll at sjsu.edu/iss/resources/health-insurance.php

You can buy health insurance for a semester at a time. If you have questions about purchasing your insurance, contact International Student and Scholar Services at internationaloffice@sjsu.edu or 408-924-5920.

STEP 13

INTERNATIONAL STUDENT GLOBAL SPARTAN WELCOME

sjsu.edu/iss/events-programs/global-spartan-welcome.php

Attend Global Spartan Welcome

Students who will be attending SJSU on an F-1 Visa are required to attend Global Spartan Welcome (GSW), a program specifically for international students. During the Global Spartan Welcome, you will receive information on how to maintain your F-1 status and other useful information to help you adjust to your new life at SJSU. More details can be found on the Global Spartan Welcome page on the ISSS website and will be sent to you through your MySJSU and sjsu.edu email account.

Please check your email regularly for communication from ISSS regarding the required documents and information to complete your immigration check-in and maintain your F-1 status. The immigration document check-in process is a federal requirement.



SJSU'S OFFICIAL MASCOT
IS THE SPARTAN

STUDENT RESPONSIBILITIES AND RIGHTS INFORMATION

catalog.sjsu.edu

STUDENT CODE OF CONDUCT INFORMATION

sjsu.edu/studentconduct/policies

STUDENT WITH DISABILITIES INFORMATION

sjsu.edu/aec

TITLE IX INFORMATION

sjsu.edu/titleix

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 section of the SJSU Catalog (catalog.sjsu.edu) 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 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 and schedule of classes at sjsu.edu/studentconduct/policies.php

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 students provide the AEC with disability verification as soon as possible to assist them. Visit AEC's website (sjsu.edu/aec) for more information.

Non-Discrimination Policy

Statement of Nondiscrimination

The CSU is committed to maintaining an inclusive and equitable community that values diversity and fosters mutual respect. We embrace our community differences in Age, Disability (physical and mental), Sex, Gender, Gender Identity (including nonbinary and transgender), Gender Expression, Genetic Information, Marital Status, Medical Condition, Nationality, Race or Ethnicity (including color, caste, or ancestry), Religion (or religious creed), Sexual Orientation, Veteran or Military Status. All Students and Employees have the right to participate fully in CSU programs, activities, and employment free from Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking and Retaliation.

The Nondiscrimination Policy

This CSU Nondiscrimination Policy describes SJSU's response to reports of protected status discrimination and harassment, including Sexual Harassment, Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking. The Nondiscrimination Policy also applies to instances of retaliation that occur because a person reported a potential violation of the Nondiscrimination Policy, or participated as a party or witness in a related investigation.

For more information related to Title IX including who to contact and links to policies, please visit sjsu.edu/titleix

Contacts

For a complete campus directory of faculty, staff and departments, visit sjsu.edu/directory

Accessible Education Center

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

Admissions (Undergraduate Admissions Office)

sjsu.edu/admissions
International Admissions: international-admission@sjsu.edu
408-283-7500

Athletics

sjsuspartans.com
408-924-1200
X (formerly Twitter): @SJSUAthletics
Instagram: SJSUSpartans
Facebook: SJSUSpartans

Bookstore

spartanbookstore.com
408-924-1800

Career Center

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

Class Schedules

sjsu.edu/classes

College Student Success Center

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

Financial Aid and Scholarship Office

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

Housing (University Housing Services)

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

International Recruitment and Partnerships

global-students@sjsu.edu
408-924-2670

International Student and Scholar Services

sjsu.edu/isss
international-office@sjsu.edu
408-924-5920

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

library.sjsu.edu
Instagram: @sjsulibrary
X (formerly Twitter): @sjsulibrary
408-808-2300

Maps/Directions to SJSU

sjsu.edu/about_sjsu/visiting
sjsu.edu/map/directions

New Student and Family Programs

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

Parking

Purchase parking permits only online
sjsu.edu/parking/permits
parking@sjsu.edu

Registration (Registrar's Office)

sjsu.edu/registrar
registrar@sjsu.edu
408-283-7500, option 3

Spartan Eats Dining Services

dineoncampus.com/SJSU

Student Wellness Center

sjsu.edu/wellness
studentwellnesscenter@sjsu.edu
408-924-5678

Testing Office

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

Title IX and Gender Equity Office

sjsu.edu/titleix
titleix@sjsu.edu
669-877-0620

Tours of SJSU

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

Transportation Solutions

as.sjsu.edu/asts
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

CONNECT WITH SJSU

-  @SJSU_ES on Instagram
-  @SJSU_ES on X (formerly Twitter)
-  linkedin.com/school/san-jose-state-university
-  @SJSU on YouTube
-  [sanjosestate](https://www.facebook.com/sanjosestate)