

SPRING 2015
Steps to **Enrollment**
INTERNATIONAL TRANSFERS

SAN JOSÉ STATE UNIVERSITY *powering* SILICON VALLEY



Sheila Salvador
Child and Adolescent
Development

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Tanmay Sharma
Electrical Engineering



SJSU Overview

When you apply for admission to San José State, you are applying to join a unique community of individuals bound together by their shared creativity, passion and resilience: a community of Spartans!

As the founding campus of the California State University system, San José State has grown since its 1857 inception into a major metropolitan university offering 134 academic disciplines, from the classics to emerging fields. But SJSU offers students more than a degree, and our award-winning faculty members educate far beyond the classroom. Here, learning is put into action. Our faculty members are leaders in their fields. Undergraduate students have the opportunity to participate in groundbreaking research projects funded by organizations like NASA, the National Science Foundation and Intel. Established Silicon Valley partnerships and a vast, global alumni network provide you access to internships and job opportunities with some of the world's foremost companies. For those of you whose ambitions align with the region's legendary entrepreneurial spirit, campus programs like the Silicon Valley Innovation Challenge nurture ingenuity and support budding businesses.

San José State is proud to have a long legacy of social and civic engagement. This spirit, along with a focus on service-learning and an international student body, helps prepare students to be responsible global citizens. Responsible citizens also know how to have fun: Division I athletics and nearly 400 student organizations—from art to archery—connect you to thriving student life on campus and beyond. From our home in bustling downtown San José, you have access to all that Northern California has to offer, from Santa Cruz's famous beach breaks to the majesty of Yosemite National Park and San Francisco's Golden Gate.

At San José State, Spartans believe that dreams are achieved through hard work and imagination. When you become a Spartan, you are giving yourself an opportunity to discover who you want to be and how you want to change the world—for yourself, your family and your community.

Stay Committed to the Process (Read Everything)

There are consequences if you miss deadlines

Deadlines are very important and in place to help guide you through the admissions process. You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility. Once you are admitted, sign in to your MySJSU account every few days and read all messages. Take action immediately regarding any "to-do" list items, or posted deadlines. A message is posted to your account only when it applies specifically to you.

Take responsibility

- Monitor your own status
- Meet deadlines
- Attend orientation
- Pay bills on time

These items are all part of accepting responsibility for your own success.

Additional pre-arrival information

Excellent advice and instructions are posted at sjsu.edu/isa



Laura Neusel
Music

Calendar

October 2014

Wednesday, October 15

Final Document Deadline

Application Fee Payment Deadline

Note: Even if you applied near the application deadline, you must meet the document deadline to avoid withdrawal of your application.

Tuesday, October 28

Schedule of Classes goes live at <http://info.sjsu.edu>
Enrollment appointments posted at <http://my.sjsu.edu>

November 2014

Saturday, November 1

WST exam

Tuesday, November 4 – Monday, January 19, 2015

Advance Registration

Tuesday, November 11

Veteran's Day (Holiday) - campus closed

Saturday, November 15

Intent to Enroll deadline

(last day to accept SJSU's offer of admission)

Thursday, November 27 - Friday, November 28

Thanksgiving Day (Holiday) - campus closed

December 2014

Sunday, December 14

Payment Due Date (if registered between 11/04/14 – 12/08/14)

Thursday, December 25 - Thursday, January 1, 2015

Winter Break - campus closed

January 2015

Thursday, January 1

New Year's Day (Holiday) - campus closed

Tuesday, January 13

Payment Due Date (if registered between 12/09/14 – 01/07/15)

Wednesday, January 14

Transfer Orientation

Monday, January 19

Advance Registration ends
Last day to drop classes & receive a 100% refund
Dr. Martin Luther King, Jr. Day (Holiday) – campus closed

Tuesday, January 20 - Wednesday, January 21

No registration activity

Thursday, January 22

First day of instruction

Thursday, January 22 - Tuesday, February 10

Late Registration period

February 2015

Tuesday, February 3

Last day to drop courses without an entry on student's permanent record

Saturday, February 7

WST exam

Tuesday, February 10

Last day to add courses & register late
Last day to submit Audit/Credit/No Credit grading option

Friday, February 13

Payment Due Date (if registered between 1/08/15 – 2/07/15)

Wednesday, February 18

Enrollment census date (all student enrollment is reported)

March 2015

Monday, March 16

Final Payment Due Date

Monday, March 23 - Friday, March 27

Spring Recess - no classes

Tuesday, March 31

Cesar Chavez Day (Holiday) - campus closed

April 2015

Thursday, April 23

Last Day to withdraw for Spring

May 2015

Wednesday, May 13

Last day of instruction for Spring

Friday, May 15 - Thursday, May 21

Final exams

Monday, May 25

Memorial Day (Holiday) - Campus closed

Thursday, May 28

Spring 2015 grades viewable on MySJSU

Friday, May 29

Deadline to clear Spring 2014 Incomplete grades

MySJSU Account

SJSU communicates by posting items on a “to-do” list posted to your MySJSU account or by sending messages to your MySJSU account. Be sure to check your MySJSU account at least once a week for important notices. Even if someone else manages your account, you are responsible for meeting all deadlines. If you have not signed in to your MySJSU account, do so immediately!

To access your MySJSU account:

1 Look for an email with your SJSU ID
Approximately one week after applying at CSUMentor, you should have received an email (sent to the email address listed on your application) with your nine-digit SJSU ID included. This nine-digit number will be your primary SJSU identification number while studying at San José State. Keep this number (also called “ID” or “Student ID number”). Losing this number can be a problem, so put it in a safe but accessible place. Make sure the spam filters on your email account are set to accept email from @sjsu.edu

2 Set the password to access your MySJSU student account and SJSUOne wireless account on campus
Go to <https://sjsuone.sjsu.edu/SJSUOne/ResetPassword> and enter the nine-digit SJSU ID you received in Step 1.
Choose one of the two options listed to set your password for the first time. Use this same process if you need to reset your password.

3 Sign in to your MySJSU student account at <http://my.sjsu.edu>
Click on the blue “MySJSU Sign In” button and enter your nine-digit SJSU ID and the password you created in Step 2. Make sure your personal information is up-to-date; your email address is critical!
Confirm your email address and update if necessary. Be sure to set your filters to accept messages from the @sjsu.edu domain.

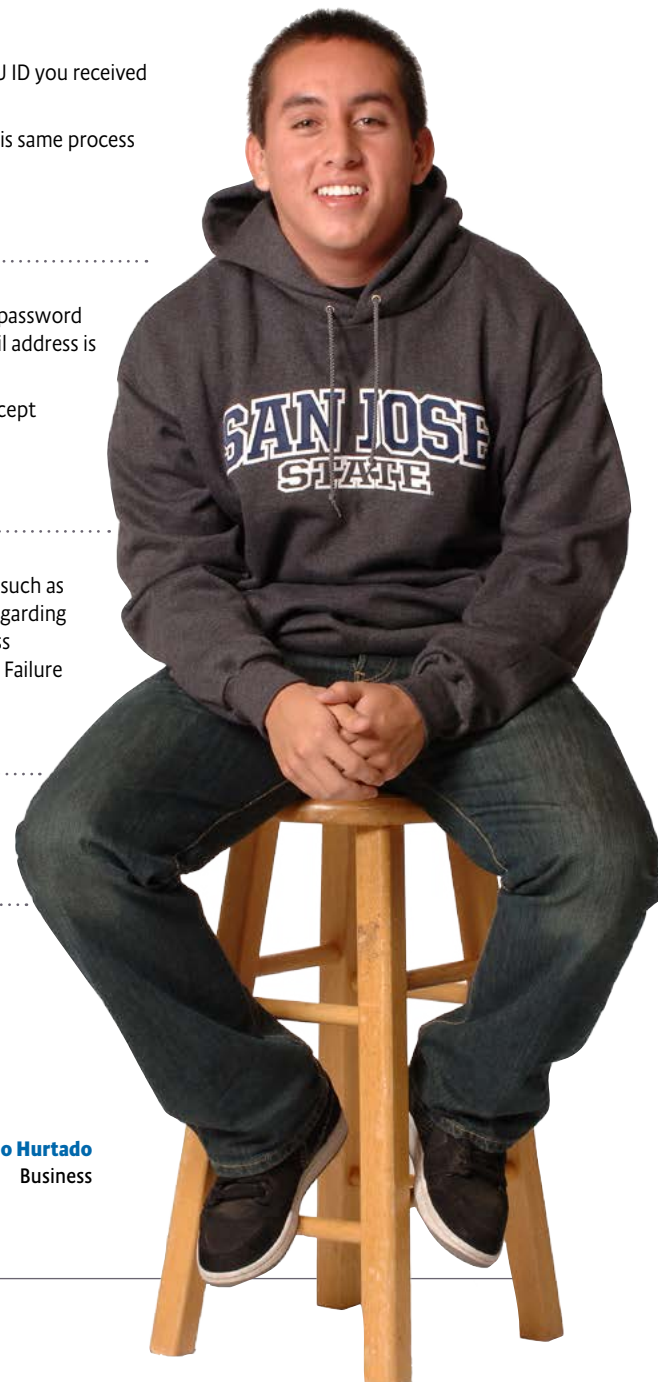
4 Check your MySJSU account frequently
Check your MySJSU account at least once a week for important and timely notices, such as deadline requirements, fees incurred, enrollment appointment time, information regarding tests, transcripts or deadlines. You are responsible for monitoring your own progress throughout the enrollment process, and you must take action by posted deadlines! Failure to do so will result in your application being withdrawn.

Need Help with MySJSU?

View MySJSU tutorials at http://my.sjsu.edu/students/student_tutorials/index.html

Lost SJSU ID or password?

Click on the yellow “Create/Reset Password” button at <http://my.sjsu.edu>



Matheo Hurtado
Business

Intent to Enroll Steps

For Spring 2015, you must complete the multi-step Intent to Enroll process by 11:59 pm (Pacific Standard Time) on Saturday, November 15, 2014 or your admission will be withdrawn. If you anticipate having any problems completing the necessary steps outlined here by the stated deadlines, contact nextsteps@sjsu.edu immediately!

You must complete the multi-step intent to enroll process by Saturday, November 15.

STEP 1 of 3 Submit your Intent to Enroll

1. Go to <https://nextsteps.sjsu.edu/spring>

You will need the following information to complete the online process

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

- And -

PIN, which is your birth date (month/day). Example: January 21 is 0121.

2. Tell us your plans

YES - I intend to enroll at SJSU for the Spring 2015 semester. Your admission is good only for this term. You may not defer your enrollment to a later semester. You are not done! You must complete the rest of the steps.

- OR -

NO - I will not attend SJSU for the Spring 2015 semester.

Your application will be withdrawn from further consideration.

STEP 2 of 3 Sign up for mandatory Transfer Orientation

Transfer students will attend orientation on **Wednesday, January 14, 2015**. Transfer Orientation is a mandatory one-day program that will acquaint you with the campus, introduce you to your college and major department, and provide you with critical academic planning information. There is a \$70.00 (USD) non-refundable fee to attend.

You are required to attend the entire program. If you do not attend or leave during any portion of the program, your admission will be withdrawn and you will need to reapply for the next available term.

STEP 3 of 3 Pay for mandatory Transfer Orientation

Once you sign up for Transfer Orientation, you will be directed to pay the non-refundable \$70.00 (USD) fee online via credit card. You will receive an email receipt from our payment system. Save this receipt! It is your proof that you made the payment before the November 15 deadline.

Three to five business days after submitting your online payment, you will receive an email receipt from nextsteps@sjsu.edu that confirms completion of the Next Steps Intent to Enroll process. Print and keep this for your records—you will refer to it when communicating with SJSU staff.

Your receipt will also be posted to your Next Steps account for your reference. If you have do not receive this confirmation within five business days, contact nextsteps@sjsu.edu.

To-Do List

Mandatory

- Complete work currently in progress.
- Send required documents (transcripts/marksheets, bank statement, declaration of finance/affidavit of financial support, and photocopy of current passport) – due **Wednesday, October 15, 2014**.
- Complete the multi-step Intent to Enroll process at <https://nextsteps.sjsu.edu/spring> no later than 11:59 pm (Pacific Standard Time) on **Saturday, November 15, 2014**.
- Attend your mandatory Transfer orientation session on Wednesday, January 14, 2015 (To register for orientation, complete the Intent to Enroll process).
- Sign up for and take the Writing Skills Test (WST)
- If coming from another school in the U.S., submit the “Transfer In” form to your current school.
- Purchase health insurance prior to registering for classes.

Important

- Read the SJSU Catalog online at <http://info.sjsu.edu/home/catalog.html>
- Read the SJSU Schedule of Classes at <http://info.sjsu.edu/home/schedules.html>
- Like SJSU Enrollment Services at [facebook.com/SJSUEnrollment](https://www.facebook.com/SJSUEnrollment)
- Follow SJSU Enrollment Services on Twitter [@SJSU_ES](https://twitter.com/SJSU_ES)

Please note that only coursework completed by the end of summer will be used in the evaluation of your spring application. Courses taken in the fall will not be considered.

Final Documents and Transcripts

All supporting documents, including transcripts with coursework through Summer 2014, must be postmarked by Wednesday, October 15, 2014.

Transcripts/Mark Sheets: If possible, please request that your school send your official transcripts electronically after you submit your online application to the university. Transcripts with final grades for ALL courses will be required if you are admitted.

Test Scores (TOEFL, IELTS, Advanced level, AP exams) and IB diploma must also be sent directly to SJSU from testing administration.

If you must have your transcripts/test scores mailed, please include your assigned nine-digit SJSU ID# on the requested transcripts/test scores. All transcripts must be sealed and unopened to be accepted as official documents. PLEASE NOTE: 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. Send transcripts to:

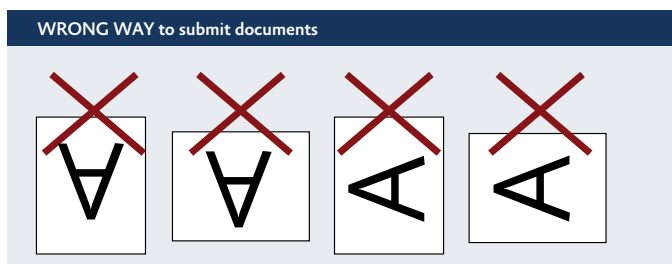
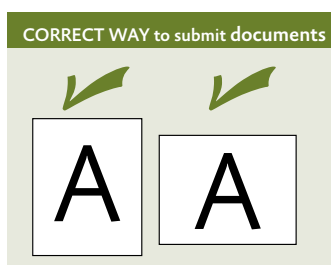
San José State University

Undergraduate Admissions

One Washington Square

San José, CA 95192-0016

All other documents (bank statement, declaration of finance/affidavit of financial support form, and photocopy of current passport) can be mailed or submitted electronically in individual PDF formatted files (one PDF for each requested document). If possible, please submit them electronically (PDF only) to sa-adm-wrkflow@sjsu.edu



The following are steps for submitting items by email.

- 1 Convert documents to PDF format. Free PDF converters are available at primopdf.com or freepdfconvert.com
- 2 Make sure the documents are readable, with your name or the name of your institution at the top of the page, and in individual files (one PDF per document).
- 3 Include your nine-digit SJSU ID and your first and last name as it appears on your passport in the BODY of the email message.
- 4 Send email with attachments to sa-adm-wrkflow@sjsu.edu. One email may contain multiple PDF files.

Please note: After your documents have been submitted, it may take up to three weeks for your “to-do” list items on your MySJSU account to be updated. Avoid delays; apply early, and submit documents as soon as possible in the approved format.

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

Remember...

You must successfully complete all required courses by the end of the Summer 2014 term to maintain your admission eligibility.

Important work/required courses include:

- Four basic skills courses, with a grade of “C” or higher in written communication, oral communication, college mathematics and critical thinking
- Units needed to complete 60 transferable semester units (90 quarter units)
- Maintain an eligible GPA for admission

California Community College transfers

- It is recommended that you send Undergraduate Admissions a copy of your GE certification.
- Retain your own copy of the general education plan from your community college.
- Maintain a list of the courses you’ve completed to meet the GE requirements. Work with our Academic Advisors to choose SJSU courses to complete remaining courses.

Associate Transfer Degrees (AS-T/AA-T)

- Continue to check your MySJSU account for a ‘to-do’ item requesting verification of your status as an AS-T or AA-T student.
- The plan to complete your degree at SJSU in 60 units assumes that you have passed the Writing Skills Test (WST) prior to enrollment in your first term at SJSU.
- You will be expected to attend the AS-T/AA-T workshop during mandatory Transfer Orientation.
- If you did not mark AS-T or AA-T on your application and you will graduate with one of these degrees by the end of the Summer 2014 term, send an email indicating completion of the AS-T or AA-T degrees to admissions@sjsu.edu Be sure to include your full name and SJSU ID.
- Learn more at adegreewithaguarantee.com

F-1 Student Status/I-20 Process

From a U.S. Institution

- Prior to the end of your last semester, you will need to have your current school transfer your I-20 to SJSU. To complete this process, you will need to do the following:
- Show your admission letter and the SJSU I-20 "Transfer In" form to your current school's international office. You can find the form at sjsu.edu/isa/forms under "Transfer In" form. Fill out the top section of the form and ask the school to complete the remaining sections and fax the form to 408-924-2035.
- Complete your Immigration Document Check-in at the Office of International Student and Scholar Services at SJSU. For the check-in schedule visit sjsu.edu/isa

From Outside the U.S.

If you are not coming from another U.S. institution, you will receive an U.S. Immigration Form I-20 directly from San José State. To start the process to obtain an F-1 student visa while outside the U.S., 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

For more information on preparing for a visa, visit sjsu.edu/isa

<http://travel.state.gov/content/visas/english/study-exchange/student.html>

Additional information can be found at <http://travel.state.gov/content/visas/english/study-exchange/student.html>

Health Insurance

SJSU requires all students to have medical insurance, and all international students are required to purchase health insurance coverage prior to registering for classes. The SJSU-approved plan is available for international students. Register online at csuhealthlink.com

If you have questions contact International Student and Scholar Services (ISSS) at 408-924-5920 or visit <http://studentinsurance.wellsfargo.com>

Frequently Asked Questions

What if I do not complete required courses or miss this deadline?

You will have your admission to SJSU revoked and your registration canceled. Failure to submit your transcript(s) 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 this fall?

Spring 2015 applicants may not use coursework from Fall 2014 courses to complete admission requirements.

Can I defer my 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 reapply for the next available term for which you meet the minimum requirements.

Transfer Orientation (Mandatory)

Transfer Orientation is a mandatory one-day program that will acquaint you with the campus, introduce you to your college and major department, and provide you with critical academic planning information. All admitted students must attend orientation. You are required to attend the entire program. If you do not attend, arrive late or leave during any portion of the event, you will not be able to attend SJSU in Spring 2015 and you will have to reapply to a future term. Students who arrive late will not be allowed to attend the program. Guests are not permitted to attend orientation.

Visa Limitations

Students who have visa limitations prohibiting them from entering the country in time to attend mandatory orientation program must contact Academic Advising and Retention Services at transfer.orientation@sjsu.edu or 408.924.2997.

How do I register for orientation?

You will sign up for orientation in Step 3 of the multi-step Intent to Enroll process.

Register and attend early for best class selection.

Orientation Date

Wednesday, January 14, 2015

Is there a fee to attend?

Yes, there is a nonrefundable \$70.00 fee to attend.

Is attendance mandatory?

Yes, attendance is mandatory. You will not be allowed to register for classes without attending a mandatory orientation.

What if I can't attend?

You will be blocked from registering for classes, and you will not be able to attend SJSU in Spring 2015. You must arrange your personal schedule to attend a mandatory orientation session.

How do I contact Transfer Orientation?

Academic Advising and Retention Services
transfer.orientation@sjsu.edu
408.924.2997

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 orientation.

Immigration Session

During the mandatory Transfer Orientation program, all international students will attend the immigration session sponsored by the Office of International Student and Scholar Services (ISSS). The immigration session will cover immigration regulations pertaining to all international students, plus topics such as:

- Completing your immigration transfer from another U.S. institution to SJSU
- F-1 benefits
- Maintaining your legal non-immigrant status in the U.S.

Writing Skills Test (WST)

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 for future terms.

All upper division (junior and senior level) students must pass the WST in order to register for SJSU Studies General Education courses. Failing to pass the test will delay your graduation, but will not affect your admission status. The WST is part of a CSU system-wide graduation requirement to assess your writing ability and determine whether further coursework in writing is required.

Before registering for the WST, students must earn a "C" or better grade in English 1B, or a course that is equivalent. A grade of "C-" is not acceptable. The WST is generally offered twice in the spring, summer, and fall. For the exact dates, or to learn more, visit <http://testing.sjsu.edu/wst>

Department Placement Exams

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 <http://info.sjsu.edu/home/catalog.html>

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

Change of 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.

Register for Classes

What immigration process is needed to transfer my I-20 from another US institution to SJSU so I am eligible to register for classes?

To complete your immigration transfer to SJSU you need to have your former school do the following, as soon as possible

- Show them your admission letter and the SJSU I-20 Transfer Form (sjsu.edu/isa/forms)
- Fill out the top section and ask them to complete the rest and fax it to 408-924-2035.
- Complete your Immigration Check-in at the ISSS Office at SJSU. For the check-in schedule see sjsu.edu/isa

What will I need to register for classes?

You will need the following

- 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.
- To register for and attend all segments of the mandatory Transfer Orientation.
- The Spring 2015 Schedule of Classes, which becomes available Tuesday, October 28 at <http://info.sjsu.edu>
- The SJSU Catalog for descriptions of classes, major and minor requirements, available at <http://info.sjsu.edu/home/catalog.html>

How do I register?

You will register for classes in your MySJSU student account. For detailed instructions on how to register for classes:

http://my.sjsu.edu/students/student_tutorials/index.html

Do I need an appointment for registration?

- Yes, your enrollment appointment time and any holds are posted at <http://my.sjsu.edu>
- Read this information carefully. If you have no “holds,” you may begin to register at your appointment time.
- Login to MySJSU, navigate to Self Service > Enrollment > Enrollment Dates, then select a term to view your start date/time for your Enrollment. The SJSU Schedule of Classes has the specific Class Number codes and section numbers you’ll need to register. Read the sections on registration carefully before you register the first time.

When will I get my registration appointment?

Registration appointments will be issued beginning Tuesday, October 28.

You will not receive an appointment until we have received and processed all requested documents.

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

- If your work or family obligations require you to alter your schedule, you may re-enter the system to make changes before the last day of Advance Registration.
- If a course you want is full, search for open sections using the registration system. Or, place yourself on the class waitlist. You are not guaranteed admission into waitlisted courses.

When is Advance Registration?

Tuesday, November 4, 2014 – Monday, January 19, 2015. Be sure to pay your fees by your due date or risk being withdrawn from your classes.

What if I forget to register during Advance Registration?

You may still register, but not until Thursday, January 22, the first day of instruction and the beginning of Late Registration. Late registrants are assessed a \$25.00 late fee. Late registration is dependent on the space available following the “advance registration” period: getting the classes you want may be very difficult.

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 classes.

Registration Holds

Holds are electronic restrictions that prevent you from registering for classes. Some common holds on registration are:

Tests

You forgot to take the placement test, or it has not been scored and recorded yet. Sorry, you must have test scores on file at SJSU before you may register. Contact the Testing office at testing-office@sjsu.edu

Transcript

You owe us a final transcript or verification of classes. You may lose all of your classes if you fail to turn in these records by the stated deadline. Contact the Admissions office at admissions@sjsu.edu

Prerequisites

You did not take the necessary course to proceed to the next level of instruction. You may be blocked from this course until you show us (or the instructor) that you met the prerequisites.

Health Insurance

You did not purchase health insurance. All international students must purchase health insurance coverage before registering for classes. For more information on how to get health insurance contact International Student and Scholar Services.

Immunization

As a new student, you will need to provide proof of Measles and Hepatitis B immunization prior to enrollment. If you don't have documentation, go to the SJSU Health Center to get your shots and proof of immunizations. Bring the forms to window "R" (Registrar) in the Student Services Center (SSC) or fax them to 408-924-2077.



Vanessa Consul (Left)

Advertising major

Alyssa Saquilayan

Nursing

Dionne Delacruz

Health Science

Tuition Fees

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

Estimates of average expenses (international student) for a nine-month academic year are:

| Summary for one academic year | Undergraduate |
|-------------------------------|--------------------|
| Minimum semester units | 24 units |
| Tuition & Fees | \$16,311.00* |
| Health Insurance | \$1,000.00 |
| Campus Housing | \$12,404.00 |
| Total | \$29,715.00 |

*Amount is based on full-time attendance (12 units per semester) for a nine-month academic year.

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 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.

Financing Your Education

- SJSU does not offer financial aid or assistance to international students.
- Work authorization in the United States is difficult to obtain.
- All applicants must complete the “Declaration of Finance” form (sjsu.edu/gape/docs/declaration_of_finance.pdf)
- Ample evidence of financial resources must be sent with your application.

Installment Payment Plan

For payment plan options visit sjsu.edu/bursar/payment_refunds/installments/index.html

There is an enrollment fee to participate.

Fee Payment Deadlines

After you register, log on 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 your classes being dropped.

Field Trip Fees

A few courses have additional field trip fees ranging from \$11.00 to \$52.00.

Parking Fees

Parking permits are available for students who commute to campus. A daily, one-semester parking permit is estimated at \$192.00.

Refunds

Please be informed that San José State has a refund policy should you need to drop or withdraw from courses. Learn more at sjsu.edu/bursar/payment_refunds/prorata_refund/index.html

Tuition Fees (continued)

Direct Deposit

Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund several days quicker than 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 to their SJSU student account. For more details visit sjsu.edu/bursar/services

International Wire Transfers

International students can now make payments via international wire transfer through their MySJSU account. San José State has partnered with peerTransfer to streamline the tuition payment process for our international students. peerTransfer offers excellent foreign exchange rates, allowing you to pay in your home currency (in most cases) and save a significant amount of money, as 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 SJSU.

There is no fee charged by SJSU or peerTransfer for international wire transfers. The bank you use to send the wire transfer usually charges a fee, so check with that bank for the fee schedule. Learn more at sjsu.edu/bursar/payment_refunds/methods/international_wire_transfer

You are responsible for 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.

Housing



University Housing Services (UHS)

If you are interested in living on campus during the Spring 2015 term, please visit housing.sjsu.edu for updates on availability. If you have questions about the process to apply for University Housing or the likelihood that University Housing will have vacancy for Spring applicants, please contact University Housing directly 408-795-5600 or uhs-frontdesk@sjsu.edu

Disability Accommodations

If you have specific needs regarding accommodations, contact University Housing Services at 408-795-5600 or info@housing.sjsu.edu



International House

The International House (I-House) is a co-ed residence for 70 U.S. and international students attending San José State. SJSU I-House is located two blocks from campus and is a large comfortable home featuring friendly interaction among students of many cultures. Residents represent approximately 30 countries. In general, residents range in age from 17 to 35 years of age, study in a wide variety of programs offered on the SJSU campus, and enroll in graduate, undergraduate, and English language programs. As much as possible, roommates are matched according to compatible interests and personal habits. After the first semester at the International House, residents have the opportunity to choose a roommate and designate a preferred room.

I-House offers a one-semester contract and stays open year-round with per diem rates during summer and winter breaks. All furniture, utilities, TV, internet access and computer equipment, as well as use of a fully equipped kitchen, are included. Apply directly to the I-House. There is no application fee. If you have questions or would like more information about the I-House, visit sjsu.edu/ihouse, email ihouse@sjsu.edu or call 408-924-6570.

Contacts

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

Accessibility

All San José State classes are wheelchair accessible. If you have other needs regarding accommodations, please contact the Accessible Education Center (Formerly Disability Resource Center)

sjsu.edu/aec
aec-info@sjsu.edu
408-924-6000 voice
408-924-5990 TTY

Admissions

sjsu.edu/admissions
admissions@sjsu.edu
international.admissions@sjsu.edu
408-283-7500

Admissions Counseling

Pre-admission assistance

sjsu.edu/soar
outreach@sjsu.edu
408-924-2564

Advising

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

Bookstore

spartanbookstore.com
408-924-1800

Class Schedules

<http://info.sjsu.edu>

Facebook

facebook.com/SJSUEnrollment
facebook.com/sanjosestate

Fees – Bursar’s Office

sjsu.edu/bursar
bursar@sjsu.edu
408-924-1601

Financial Aid and Scholarship Office

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

University Housing

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

International Gateways

Intensive English instruction programs

<http://igateways.sjsu.edu>
408-924-2660

International House (I-House)

Housing for U.S. and international students

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

International Student and Scholar Services (ISSS)

Visa and immigration issues, Information and support

sjsu.edu/isa
408-924-5920

Maps/Directions to SJSU

sjsu.edu/about_sjsu/visiting/campus_maps/directions

Orientation

sjsu.edu/aars/transfer_orientation
transfer.orientation@sjsu.edu
408-924-2997

Parking

Purchase parking permits online only

sjsu.edu/parking

Registration – Registrar’s Office

sjsu.edu/registrar
registrar@sjsu.edu
408-924-5680

Parent Information

sjsu.edu/advising/for_parents

Testing Office

English and Math Placement Tests (EPT/ELM)

Writing Skills Test (WST)

<http://testing.sjsu.edu>
testing-office@sjsu.edu
408-924-5980

Tours of SJSU

youvisit.com/tour/sjsu (virtual tour)

sjsu.edu/soar
outreach@sjsu.edu
408-924-2786

Tuition and Fees - Bursar’s Office

sjsu.edu/bursar
bursar@sjsu.edu
408-924-1601

Tutoring and Mentoring Services

Peer Connections

<http://peerconnections.sjsu.edu>
peerconnections@sjsu.edu
408-924-2587

Twitter

http://twitter.com/SJSU_ES

Veterans

sjsu.edu/veterans
408-924-6299

Accessible Education Center (AEC)

The Accessible Education Center provides academically related services for students with disabilities. To qualify, students must register and create a confidential file with the AEC to receive a wide spectrum of services based on their own individual needs.

Services include, but are not limited to: consideration for priority registration, note takers, readers, sign language interpreters/captioners, test accommodations, academic counseling, general education advising and hands-on training with adaptive technology. Students should provide the AEC with disability verification as soon as possible after applying to SJSU. It is important to make an appointment with the center at 408-924-6000 for review of specific needs prior to registering for classes.

Top Countries for International Students

- India
- China
- Vietnam
- Taiwan
- Japan
- South Korea
- Hong Kong
- Indonesia
- Canada
- Saudi Arabia

Non-Discrimination Policy:

San José State University does not discriminate on the basis of accent, age, ancestry, citizenship status, color, creed, disability, ethnicity, gender, marital status, medical condition, national origin, race, religion or lack thereof, sex, sexual orientation, transgender, genetics or veteran's status. This policy applies to all SJSU students, faculty and staff programs and activities. Questions regarding this policy should be directed to the director of the Office for Equal Opportunity, 408-924-2250. Learn more at sjsu.edu/hr/about_us/hr_directory/eo_unit/title_ix/



One Washington Square | San Jose, CA 95192 | 408-924-1000 | sjsu.edu