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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.
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 your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on Friday, May 1, 2020

☐ Sign up for Spartan Experience for Transfers (mandatory on-campus orientation)

☐ Pay your non-refundable Enrollment Deposit

☐ Complete Spartan Link to the Online Orientation prior to attending Spartan Experience for Transfers (mandatory on-campus orientation)

☐ If coming from another school in the U.S., submit the SJSU Transfer In Form

☐ Purchase health insurance through SJSU prior to registering for classes

☐ Register for classes

☐ Pay your Tuition and Fees

☐ Complete Immigration Document Process

☐ Attend Spartan Experience for Transfers (mandatory on-campus orientation)

☐ Attend Global Spartan Welcome (GSW)

☐ Submit required Proof of Immunization

☐ Complete mandatory online Title IX training courses on sexual violence and alcohol abuse prevention

☐ Take the Writing Skills Test (Upper Division Transfers only)

☐ Submit all final documents

Important

☐ Read the SJSU Catalog online at info.sjsu.edu/home/catalog.html

☐ Read the SJSU Policies and Procedures info.sjsu.edu/web-dbgen/splash/schedules.html

☐ Follow SJSU Enrollment Services on Instagram: SJSU_ES

☐ Follow SJSU Enrollment Services on Twitter: @SJSU_ES
<table>
<thead>
<tr>
<th>Month</th>
<th>Dates</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>March</strong></td>
<td></td>
<td>Spring Recess - No classes</td>
</tr>
<tr>
<td></td>
<td>Monday, March 30 – Friday, April 3</td>
<td></td>
</tr>
<tr>
<td><strong>April</strong></td>
<td>Saturday, April 11</td>
<td>WST Exam</td>
</tr>
<tr>
<td></td>
<td>Monday, April 13</td>
<td>Class Schedule (info.sjsu.edu/web-dbgen/splash/schedules.html)</td>
</tr>
<tr>
<td></td>
<td>Saturday, April 18</td>
<td>Admitted Spartan Day, WST Exam</td>
</tr>
<tr>
<td><strong>May</strong></td>
<td>Friday, May 1</td>
<td>Intent to Enroll deadline, Orientation Fee/Enrollment Deposit Due (payment via Intent to Enroll)</td>
</tr>
<tr>
<td></td>
<td>Monday, May 25</td>
<td>Housing Application Deadline (University Housing Services)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>International Document deadline</td>
</tr>
<tr>
<td><strong>June</strong></td>
<td>Monday, June 18</td>
<td>Enrollment appointments posted on MySJSU</td>
</tr>
<tr>
<td></td>
<td>Monday, June 15</td>
<td>Advance Registration for new students begins</td>
</tr>
<tr>
<td></td>
<td>Tuesday, June 16</td>
<td>Spartan Experience for Transfers - Session 1</td>
</tr>
<tr>
<td></td>
<td>Saturday, June 20</td>
<td>WST Exam</td>
</tr>
<tr>
<td></td>
<td>Tuesday, June 23</td>
<td>Spartan Experience for Transfers - Session 2</td>
</tr>
<tr>
<td><strong>July</strong></td>
<td>Friday, July 3</td>
<td>Campus Closed (Independence Day Holiday Observed)</td>
</tr>
<tr>
<td></td>
<td>Friday, July 10</td>
<td>Spartan Experience for Transfers - Session 3</td>
</tr>
<tr>
<td></td>
<td>Wednesday, July 15</td>
<td>Final transcript/document due date</td>
</tr>
<tr>
<td></td>
<td>Friday, July 17</td>
<td>Spartan Experience for Transfers - Session 4</td>
</tr>
<tr>
<td></td>
<td>Tuesday, July 21</td>
<td>Spartan Experience for Transfers - Session 5</td>
</tr>
<tr>
<td></td>
<td>Friday, July 24</td>
<td>Spartan Experience for Transfers - Session 6</td>
</tr>
<tr>
<td></td>
<td>Saturday, July 25</td>
<td>WST Exam</td>
</tr>
<tr>
<td></td>
<td>Friday, July 31</td>
<td>Spartan Experience for Transfers - Session 7</td>
</tr>
<tr>
<td><strong>August</strong></td>
<td>Tuesday, August 4</td>
<td>Spartan Experience for Transfers - Session 8</td>
</tr>
<tr>
<td></td>
<td>Thursday, August 6</td>
<td>Payment due date</td>
</tr>
<tr>
<td></td>
<td>Sunday, August 9</td>
<td>International House – Contract move-in date</td>
</tr>
<tr>
<td></td>
<td>Saturday, August 15 – Sunday, August 16</td>
<td>University Housing Services Contract Move-in Date (Housing: Campus Village apartments, CV2, Classics, and Suites open to all residents)</td>
</tr>
<tr>
<td></td>
<td>Sunday, August 16</td>
<td>Advance Registration for all students ends</td>
</tr>
<tr>
<td></td>
<td>Monday, August 17 – Tuesday, August 18</td>
<td>No registration activity (registration is closed)</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 19</td>
<td>First day of instruction</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 19</td>
<td>Late Registration begins after 7 a.m. (Register via MySJSU account, requires instructor’s permission)</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 19 – Tuesday, September 8</td>
<td>Payment due date</td>
</tr>
<tr>
<td></td>
<td>Monday, August 31</td>
<td>Last day to drop a class without a ‘W’ grade</td>
</tr>
<tr>
<td><strong>September</strong></td>
<td>Tuesday, September 1</td>
<td>Late Drop Petition required</td>
</tr>
<tr>
<td></td>
<td>Monday, September 7</td>
<td>Last day to add classes via MySJSU</td>
</tr>
<tr>
<td></td>
<td>Tuesday, September 8</td>
<td>Labor Day – Campus closed</td>
</tr>
<tr>
<td></td>
<td>Tuesday, September 8</td>
<td>Late Registration ends</td>
</tr>
<tr>
<td></td>
<td>Wednesday, September 9</td>
<td>Last day to submit Credit/No Credit (audit) grading option</td>
</tr>
<tr>
<td></td>
<td>Saturday, September 19</td>
<td>WST Exam</td>
</tr>
<tr>
<td><strong>October</strong></td>
<td>Saturday, October 10</td>
<td>Payment due date</td>
</tr>
<tr>
<td></td>
<td>Saturday, October 31</td>
<td>WST Exam</td>
</tr>
</tbody>
</table>
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.)

You will need the following to submit your intent to enroll:
• Your nine-digit SJSU ID (provided on your Letter of Admission)
• SJSUOne Password

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

Sravanthi
Business Administration/
Corporate Accounting Finance
Sign Up
Spartan Experience for Transfers

Spartan Experience for Transfers (a mandatory, one-day orientation program) 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 the entire program. The cost to attend Spartan Experience for Transfers Orientation is $80 and will be included in your enrollment deposit of $250.

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 2020.

Students who arrive late will not be allowed to attend the program.

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
- Connect with student leaders and have an opportunity to ask questions about campus life
- Receive campus information to help maximize your first-year experience and student success
- Learn tools to best navigate key university services and resources
- Meet with academic advisors to plan your class schedule and discuss course registration
- Review what’s next before you start classes

Before attending Spartan Experience for Transfers Orientation, complete Spartan Link (https://spartanlink.sjsu.edu/) Online.

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

Sign up for the Spartan Experience for Transfers Orientation at https://nextsteps.sjsu.edu

Ling Le
Behavioral Science
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 non-refundable, even if you do not enroll in classes for the Fall 2020 semester.**

Pay your enrollment deposit at https://nextsteps.sjsu.edu
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 Fall 2020 semester. **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 408-795-5600 or uhs-frontdesk@sjsu.edu

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

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

**Housing applications are due on May 1, 2020.**

**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 contracts per semester 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
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.

<table>
<thead>
<tr>
<th>Housing Options</th>
<th>Description</th>
<th>Residents</th>
<th>Rent for School Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Village Apartments – Building A “CVA”</td>
<td>Eight-story building: Efficiencies, one and two bedroom units and</td>
<td>Juniors, Seniors, Graduate Students, Faculty</td>
<td>$11,856</td>
</tr>
<tr>
<td></td>
<td>bed spaces</td>
<td>and Staff</td>
<td></td>
</tr>
<tr>
<td>Campus Village Apartments – Building B “CVB”</td>
<td>Fifteen-story building: Studios, three, four and five-bedroom units</td>
<td>Sophomores, Juniors, Seniors, Graduate Students</td>
<td>$11,469</td>
</tr>
<tr>
<td>International House “I-House”</td>
<td>Large residence near campus. Home to 70 U.S. and international</td>
<td>Freshmen, Sophomores, Juniors, Seniors,</td>
<td>$11,020</td>
</tr>
<tr>
<td></td>
<td>students</td>
<td>Graduate Students</td>
<td></td>
</tr>
</tbody>
</table>

Meal Plans
Meal plans are mandatory for freshman residents. 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: Meal plan amounts are subject to change. More information on current meal plan options can be found at dineoncampus.com/SJSU.

<table>
<thead>
<tr>
<th>Housing Options</th>
<th>Meal Plan Options</th>
<th>Semester</th>
<th>School Year</th>
<th>Meal Plan and Rent for School Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Village Apartments – Building A “CVA”</td>
<td>60 Swipes* per Semester, 125 Swipes* per Semester, 165 Swipes* per Semester</td>
<td></td>
<td></td>
<td>$11,856 (no meal plan) $14,506 (60 swipes) $15,296 (125 swipes) $16,026 (165 swipes)</td>
</tr>
<tr>
<td>Campus Village Apartments – Building B “CVB”</td>
<td></td>
<td></td>
<td></td>
<td>$11,469 (no meal plan) $14,119 (60 swipes) $14,909 (125 swipes) $15,639 (165 swipes)</td>
</tr>
<tr>
<td>International House “I-House”</td>
<td>2-3 meals/day prepared on-site at I-House</td>
<td></td>
<td></td>
<td>$2,871 $5,742 $16,762</td>
</tr>
</tbody>
</table>

* 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.
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/isss/resources/health-insurance

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

How to Register for Classes
sjsu.edu/registrar/registration

Writing Skills Test Information
testing.sjsu.edu/wst

Registration Holds and Questions
sjsu.edu/registrar/registration/registration-basics
408-924-2129

The registration period for newly admitted transfer students registration appointments will be posted on Monday, June 8.

Enrollment Appointments
To receive an enrollment appointment, you must do the following:

• Show via official transcripts that you have completed the four basic skills course requirements, CSU eligibility, and major impaction requirements.

• Submit official transcripts 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.

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

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. The WST is also a graduation requirement at SJSU, and all students must take this 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” > Enrollment Dates on the right side > Enrollment dates page displays > select Fall 2020 > click Continue > your Enrollment Appointment will display.

You can now select the class to add. The SJSU Schedule of Classes has the specific class numbers (codes) and section numbers you’ll need to register. For instructions on how to register for classes, go to sjsu.edu/it/docs/peoplesoft/sa/self_service_student/SC_SR_SS_Enroll_Add_Class_9.0.pdf

Registration Holds and Questions
If you have a registration hold, click the details link under the “Holds” section on the right column and read this information carefully. If you do not have a hold, you may begin to register at your appointment date and time. (You do not need to come in person or call us to register.) Visit sjsu.edu/registrar/registration/registration-basics for more information and answers to commonly asked questions.

Late Registration
After the initial registration period (Advance Registration) ends, you may still register, but not until 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.
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 (http://info.sjsu.edu/web-dbgen/splash/schedules.html)
- 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 class 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 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 and the professor must give you permission (add code).

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

<table>
<thead>
<tr>
<th>June 2020</th>
<th>Monday, June 15</th>
<th>Advance Registration for New Students Begins</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 2020</td>
<td>Sunday, August 16</td>
<td>Advanced Registration Ends</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 19</td>
<td>Late Registration Begins</td>
</tr>
<tr>
<td>September 2020</td>
<td>Tuesday, September 8</td>
<td>Late Registration Ends</td>
</tr>
</tbody>
</table>
**Step 7**

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

**THIRD PARTY SPONSORED PAYMENT INFORMATION**
sjsu.edu/bursar/services/sponsors/3rd_party

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**Pay**

**Tuition and Fees**

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

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

<table>
<thead>
<tr>
<th>Summary for one academic year</th>
<th>Undergraduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum semester units</td>
<td>12 units/semester</td>
</tr>
<tr>
<td>Tuition Fees</td>
<td>$17,356</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$22,213</td>
</tr>
<tr>
<td>Medical Insurance</td>
<td>$1,982</td>
</tr>
<tr>
<td><strong>Total (required for Declaration of Finance)</strong></td>
<td><strong>$41,551</strong></td>
</tr>
</tbody>
</table>

* 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 fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory system wide 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

**Third Party Sponsors**

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

**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 SJSU Financial Aid & Scholarship Office or sjsu.edu/faso/Scholarships/International_Students

**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

**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 (in most cases) 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. 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

**Field Trip Fees**
A few courses have additional field trip fees ranging from $11 to $52.

**Parking Fee**
Parking permits are available for students. A 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 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

**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.
Step 8

Complete
Immigration Document Process

F-1 Visa and Form I-20

Coming from a U.S. Institution
Prior to the end of your last semester, you must request that your current school transfer your F-1 electronic record in the SEVIS database to SJSU. (Your SEVIS record must be transferred before the first day of classes at SJSU.) 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/isss/docs/SJSU%20Transfer%20In%20Form%20F-1%20students%20-%20May%202019.pdf under SJSU “Transfer In Form” heading. Complete the top section of the form and ask the school to complete the remaining sections and email the form to international.admission@sjsu.edu. Then you will receive a Transfer-Pending Form I-20 from SJSU.

Upon arrival to SJSU, please be sure to register for and attend Global Spartan Welcome with International Student and Scholar Services (ISSS). ISSS is located in the Student Union West Building, second floor. The general phone number is 408–924–5920 and the general email is international-office@sjsu.edu. For more information, visit sjsu.edu/isss

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 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 Form I–20
- 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/isa/new/pre-arrival/visa-interview

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

*Canadian citizens are not required to obtain an F-1 visa to enter the U.S. as international students, 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/isss/new-students/pre-arrival/visa-interview

Upon arrival to SJSU, you must complete your Immigration Document Check–In at the Office of International Student and Scholar Services (ISSS). For more information, visit sjsu.edu/isss
Attend
Spartan Experience for Transfers

Spartan Experience for Transfers (a mandatory, one-day orientation program) 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 the entire program.

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 2020. Students who arrive late will not be allowed to attend 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 from 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. A limited supply of laptops will be available for checkout if you do not have one.
- Water bottle
- Other documents (if applicable)

Spartan Experience for Transfers Orientation Dates

<table>
<thead>
<tr>
<th>June 2020</th>
<th>Spartan Experience for Transfers - Session 1</th>
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</thead>
<tbody>
<tr>
<td>Tuesday, June 16</td>
<td>Spartan Experience for Transfers - Session 1</td>
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<td>Tuesday, June 23</td>
<td>Spartan Experience for Transfers - Session 2</td>
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<tr>
<th>July 2020</th>
<th>Spartan Experience for Transfers - Session 3</th>
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<tbody>
<tr>
<td>Friday, July 10</td>
<td>Spartan Experience for Transfers - Session 3</td>
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<td>Friday, July 17</td>
<td>Spartan Experience for Transfers - Session 4</td>
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<tr>
<td>Tuesday, July 21</td>
<td>Spartan Experience for Transfers - Session 5</td>
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<tr>
<td>Friday, July 24</td>
<td>Spartan Experience for Transfers - Session 6</td>
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<td>Friday, July 31</td>
<td>Spartan Experience for Transfers - Session 7</td>
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</tbody>
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<tr>
<th>August 2020</th>
<th>Spartan Experience for Transfers - Session 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, August 4</td>
<td>Spartan Experience for Transfers - Session 8</td>
</tr>
</tbody>
</table>

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 your Spartan Experience for Transfers Orientation session.

For more information about Spartan Experience for Transfers Orientation, contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972, or visit sjsu.edu/newspartans/transfer-orientation
F-1 students are required to attend Global Spartan Welcome (GSW), a program specifically for international students. Because you are classified as an F-1 visa student who is new to SJSU, you are required to attend GSW, a mandatory session to educate you on your F-1 status, and to provide the required documents to complete your check in process with ISSS before the semester begins.

This is a federal requirement. More details can be found on the Global Spartan Welcome page (sjsu.edu/isss/events/global-welcome) on the ISSS website and will be sent to you through your MySJSU account. 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.
As a new student, you will need to provide proof of immunization prior to the first day of classes. For more information on current requirements and how to submit proof, visit sjsu.edu/studenthealth/getting_care/Immunizations/immunization_req.
Take 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 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 in the fall, spring and summer.

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

WST Test Dates
Saturday, April 18, 2020
Saturday, June 20, 2020
Saturday, July 25, 2020
Saturday, September 19, 2020
Saturday, October 31, 2020

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 Calculus Placement Exam prior to registration. For details, exemptions, and other criteria, visit sjsu.edu/math/calculus
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
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
admissions@sjsu.edu
International.admissions@sjsu.edu
408-283-7500

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

Athletics
sjuspartans.com
408-924-1200

Bookstore
spartanbookstore.com
408-924-1800

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

Class Schedules
info.sjsu.edu/home/schedules.html

Housing (University Housing Services)
housing.sjsu.edu
uhs-frontdesk@sjsu.edu
408-795-5600

International House (I-House)
sjsu.edu/ihouse
ihouse@sjsu.edu
408-924-6570

International Recruitment and Partnerships
sjsu.edu/global
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
408-808-2000

Maps/Directions to SJSU
sjsu.edu/about_sjsu/visiting
campus Maps/Directons

New Student and Family Programs
(for Spartan Experience for Transfers Orientation 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

Student Health Center
sjus.edu/studenthealth

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

Tours of SJSU
youvisit.com/tour/sjsu?pl
(virtual campus tour)
sjsu.edu/soar
outreach@sjsu.edu
408-924-2786

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

Tuition (Bursar’s Office)
Fees, Payments and Refunds
sjus.edu/bursar
bursar@sjsu.edu
408-924-1601

Tutoring and Mentoring Services
Peer Connections
peerconnections.sjsu.edu
peerconnections@sjsu.edu
408-924-2587

Writing Center
sjus.edu/writingcenter
writingcenter@sjsu.edu
408-924-2308

CONNECT WITH SJSU
facebook.com/SJSUEnrollment
@SJSU_ES
@sjsu_ES

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

Photos by Dan Liberti