

SAN JOSÉ STATE UNIVERSITY

STEPS TO ENROLLMENT

TRANSFERS | FALL 2023



SJSU | STUDENT AFFAIRS

ENROLLMENT MANAGEMENT | 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 MySJSU for specific deadlines and tasks that need to be completed to ensure your enrollment.

STAY COMMITTED TO THE PROCESS

There are consequences if you miss deadlines. 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 You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility.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 MySJSU (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 2023. This guide includes detailed information to help you complete each of the required steps.

Checklist

Mandatory

- Complete your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on **Monday, May 1**
 - Sign up for mandatory Spartan Experience for Transfers Orientation (SET)
 - Pay your nonrefundable enrollment deposit (\$250)
- Submit Official Partial Transcripts by **Thursday, March 23**
- Complete the two-step COVID-19 Vaccination Self-Certification process by **Monday, May 15**
- Complete the Upper-Division Writing (UDW-DSP) Directed Self-Placement Exercise
- Thursday, 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)
- Make your housing payment by **Saturday, July 15** if you are planning to live on campus
- Submit final transcripts, test scores and documents by **Saturday, July 15**
- Pay your tuition and fees by **Monday, August 14**
- Complete online training programs on sexual violence and alcohol abuse prevention

Important

- Read the SJSU Catalog for important information at catalog.sjsu.edu
- Read the SJSU Schedule of Classes at sjsu.edu/classes
- Follow SJSU Enrollment Services on Instagram and Twitter: @SJSU_ES
- Apply for Financial Aid using the FAFSA/CA Dream Act online application

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 transcript(s) will result in your application being withdrawn, even if you have signed up for housing, received financial aid, registered for classes and attended orientation.

What if I am planning to take courses required for admission during the Summer 2023 term?

You may not use coursework from the Summer 2023 term to complete admission or impaction requirements.

What 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 2023 term only. You must attend at least one course during the Fall 2023 semester to maintain your admission. If you wish to be considered for a later term, you must submit a new application for the next available term for which you meet the minimum requirements.

What if I'm a California Community College transfer?

Keep your own copy of the general education plan from your community college. Keep track of the courses you've completed to meet the General Education (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. If you are Undeclared, you will receive more information about declaring your major during orientation.

2023-2024 Calendar

March 2023	Thursday, March 2	FAFSA/CA Dream Act application priority deadline
	Thursday, March 23	Submit official partial transcripts
April 2023	Friday, April 28	Financial aid document submission priority date
May 2023	Monday, May 1	Intent to Enroll deadline Orientation fee/Enrollment deposit due (payment via Intent to Enroll) Housing application priority deadline (University Housing Services)
	Monday, May 15	Two-step COVID-19 self-certification due date
	Monday, May 29	Memorial Day – Campus Closed
June 2023	Tuesday, June 6	Spartan Experience for Transfers (Transfer Orientation) Session 1
	Thursday, June 8	Spartan Experience for Transfers (Transfer Orientation) Session 2
	Monday, June 12	Spartan Experience for Transfers (Transfer Orientation) Session 3
	Wednesday, June 14	Spartan Experience for Transfers (Transfer Orientation) Session 4
	Friday, June 16	Spartan Experience for Transfers (Transfer Orientation) Session 5
July 2023	Saturday, July 15	Housing payment due date
		Final official transcript/document due date
		Turn in official AP, IB, CLEP test scores
August 2023	Sunday, August 6	International House contract move-in date
	Monday, August 14	Payment due date
	Thursday, August 17– Sunday, August 20	University Housing Services move-in date
	Thursday, August 17	New Student Convocation (5:30 p.m. – 7:30 p.m.)
	Friday, August 18	Advance registration ends
		Last day to drop for 100% refund
	Saturday, August 19 – Sunday, August 20	Registration closed
Monday, August 21	First day of instruction Late registration begins	
September 2023	Monday, September 4	Labor Day (Campus closed for holiday)
	Thursday, September 14	Payment due date
	Friday, September 15	Last day to add classes via MySJSU
		Last day to submit audit I Credit/No-Credit Option Request (DocuSign)
Tuesday, September 19	Late drop petition required	

Step 1

Submit Intent to Enroll

NEXT STEPS
nextsteps.sjsu.edu

We hope that you will join us for Fall 2023! 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. You must complete the multi-step Next Steps Intent to Enroll process by 11:59 p.m. (Pacific Daylight Time) on **Monday, May 1**. 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.

The Next Steps Intent to Enroll 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 2023 semester.
(Please note: You may not defer your enrollment to a later semester.)

NO – I will not attend SJSU for the Fall 2023 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.



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Business Management
Information Systems

Step 2

Sign Up for Spartan Experience for Transfers (Transfer Orientation)

NEXT STEPS
nextsteps.sjsu.edu

**ONLINE
PRE-ORIENTATION**
spartanlink.sjsu.edu

**NEW STUDENT AND FAMILY
PROGRAMS**
408-924-5972
sjsu.edu/newspartans

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 is \$80 and 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

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 2023. 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

Step 3

Pay Enrollment Deposit

NEXT STEPS
nextsteps.sjsu.edu

You will be prompted to pay your nonrefundable enrollment deposit online via a link provided in your Next Steps portal. The \$250 enrollment deposit includes your \$80 orientation payment and a deposit of \$170 towards your tuition and fees for Fall 2023.

Please note: The \$250 enrollment deposit is nonrefundable, even if you do not enroll in classes for the Fall 2023 semester.

Pay your enrollment deposit at nextsteps.sjsu.edu



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Mechanical Engineering

Step 4

Apply for Campus Housing (Optional)

UNIVERSITY HOUSING SERVICES

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

INTERNATIONAL HOUSE

sjsu.edu/ihouse
408-924-6570
ihouse@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 2023 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 sjsu.edu/housing and fulfill the following requirements:

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

International House

A large, comfortable home located near campus, the International House (I-House) is a residence for 70 U.S. and international students attending San José State. At I-House, residents find friends, study partners, and mentors in addition to opportunities for leadership, group activities and travel. I-House students represent approximately 25 countries, range in age from 17 to 35 years of age, 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 stays open year-round with per diem rates during summer and winter breaks. Students interested in living in the I-House must send a separate application directly to the I-House. There is no application fee. Applications are available at sjsu.edu/ihouse

STEP 4: APPLY FOR CAMPUS HOUSING CONTINUED

UNIVERSITY HOUSING SERVICES

sjsu.edu/housing

408-795-5600

uhs-frontdesk@sjsu.edu

INTERNATIONAL HOUSE

sjsu.edu/ihouse

408-924-6570

ihouse@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, visit sjsu.edu/housing and sjsu.edu/ihouse

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	\$13,289
Campus Village Apartments – Building B “CVB”	Fifteen-story building: Studios, three, four and five-bedroom units	Sophomores, Juniors, Seniors, Graduate Students	\$12,853
Campus Village Suites – Building C “CVC”	Seven-story building: Four-bedroom units	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$12,950
Campus Village 2 – “CV2”	Ten-story building: Traditional hall	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$13,724
Joe West & Washburn Halls – “The Classics”	Twelve-story building (Joe West) and Three-story building (Washburn Hall): Traditional halls	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$10,235
International House – “I-House”	Large residence near campus. Home to 70 U.S. and international students	Frosh, Sophomores, Juniors, Seniors, Graduate Students	\$11,350

Meal Plans (Optional)

CV2, CVC, Joe West Hall, and Washburn Hall all require mandatory full meal plans. 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

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	\$1,465	\$2,930	\$13,289 (no meal plan) \$16,219 (90 swipes) \$17,069 (145 swipes)
	145 swipes per Semester	\$1,890	\$3,780	\$12,853 (no meal plan) \$15,783 (90 swipes) \$16,633 (145 swipes)
Campus Village Apartments – Building B “CVB”				
Campus Village Suites – Building C “CVC”				\$18,462 (5-day Gold) \$19,440 (7-day Platinum)
Campus Village 2 – “CV2”	5-day Gold (Monday – Friday)	\$2,756	\$5,512	\$19,236 (5-day Gold)
	7-day Platinum (Monday – Sunday)	\$3,245	\$6,490	\$20,214 (7-day Platinum)
Joe West & Washburn Halls – “The Classics”				\$15,747 (5-day Gold) \$16,725 (7-day Platinum)
International House – “I-House”	Meals prepared onsite at I-House + swipes/Dining Dollars in the Commons.	\$3,128	\$6,256	\$17,606 (full meal plan required; one semester contract available)

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

Step 5

Submit Proof of Vaccination and Immunizations

IMMUNIZATION INFORMATION

[sjsu.edu/medical/services/
immunizations](https://sjsu.edu/medical/services/immunizations)

COVID-19 VACCINE SELF-CERTIFICATION FORM

[sjsu.edu/medical/covid19/
covid-vaccine](https://sjsu.edu/medical/covid19/covid-vaccine)

COVID-19 Vaccination Requirement

The deadline for incoming Fall 2023 students to complete the two-step COVID-19 self-certification requirement is **May 15, 2023**.

Per California State University (CSU) policy, students, faculty and staff must be fully vaccinated against COVID-19 if they are accessing campus facilities at any university location across the 23 campuses. Individuals are considered fully vaccinated after receiving all doses of a CDC-recommended COVID-19 vaccine, including booster shots. The CSU's COVID-19 vaccination policy will allow medical and religious exemptions. For updated information on COVID-19 vaccine requirement policy, please visit the Health Advisories website at sjsu.edu/healthadvisories

Submit Proof of Vaccination

You must complete both of the following steps to meet the **May 15, 2023** deadline for compliance.

Step 1: Complete the COVID-19 Vaccine Self-Certification form in MySJSU.

You will be asked to certify your current vaccination status or indicate if you qualify for a religious or medical exemption. Students requesting a religious exemption can upload their supporting documentation as an attachment on the COVID-19 Vaccine Self-Certification form. Please visit sjsu.edu/medical/covid19/covid-vaccine to download a copy of the religious exemption form.

Step 2: Submit proof of COVID-19 vaccination in the Student Health Center Patient Portal.

You will need to submit proof of your COVID-19 vaccination record and/or request for a medical exemption by signing in to the Student Health Center Patient Portal at sjsuportal.pointnclick

Proof can include a scanned/photocopy of your vaccine card or a record containing all of the following: full name, date of birth, manufacturer/brand of vaccine, vaccine lot number, administration date and site. Please ensure all information is visible and legible in English to prevent delays in verification.

The status will read "awaiting review" in the Medical Clearances section once submitted.

Additional Required Immunizations

In addition, as a new student, you will also need to provide proof of the following immunizations prior to the first day of classes:

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

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

Step 6

Complete Upper Division Writing Self-Placement Exercise

DIRECTED SELF PLACEMENT EXERCISE INFORMATION

sjsu.edu/wac/wst/students

CALCULUS PLACEMENT EXAM DETAILS

sjsu.edu/math/calculus

Traditionally, all SJSU students must take and pass an in-person Writing Skills Test before they are eligible to enroll in many upper-division courses.

Currently, the WST exam is suspended and students must complete the temporary replacement for the WST, the Upper-Division Writing Directed Self-Placement (UDW-DSP). The online 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 there
- 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 disability-related limitations, must register with the Accessible Education Center at least two weeks prior to the exam dates. Register online at tinyurl.com/AECreg

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

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Environmental Studies



Step 7

Attend for Spartan Experience for Transfers (Transfer Orientation)

NEW STUDENT AND FAMILY PROGRAMS

sjsu.edu/newspartans

408-924-5972

transfer-orientation@sjsu.edu

TRANSFER ORIENTATION

408-924-5972

transfer-orientation@sjsu.edu

NEW PARENT AND FAMILY ORIENTATION

sjsu.campusesp.com

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: Tuesday, June 6, 2023

Session 2: Thursday, June 8, 2023

Session 3: Monday, June 12, 2023

Session 4: Wednesday, June 14, 2023

Session 5: Friday, June 16, 2023

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



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Business Administration/Marketing

Step 8

Register for Classes

SCHEDULE OF CLASSES

sjsu.edu/classes

SJSU CATALOG

catalog.sjsu.edu

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.

Registration Appointments

To receive a registration appointment, you must submit all official transcripts by the date posted on your MySJSU "To Do List" and attend your mandatory Transfer Orientation session. 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 registration appointment.

Attend Spartan Experience for Transfer (Mandatory Transfer Orientation)

Registration for new transfers will take place during Spartan Experience for Transfers (Transfer Orientation).

To be eligible, we must have received all of your partial (work in progress) and final, official transcripts.

Registering for Courses

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

You can now select the class to add. The SJSU Schedule of Classes has the specific class number codes and section numbers you'll need in order to register.

Registration Holds

If you have a registration hold, sign in to one.sjsu.edu and click on the MySJSU tile. Go to self-service, look for the "Hold" box on the right column, and click "Details" to find out how to resolve your hold. 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.

STEP 8: REGISTER FOR CLASSES CONTINUED

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 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, place yourself on the class waitlist. It is not guaranteed that you will be able to enroll into 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 for your program 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 2023 semester?

Your admission is only good for the Fall 2023 semester. You must attend at least one course during the Fall 2023 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

Pay Tuition and Fees

PAYMENT PLAN INFORMATION

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

INFORMATION ABOUT FEES

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

CALIFORNIA RESIDENCY INFORMATION

www2.calstate.edu/apply/california-residency-for-tuition-purposes/Pages/default.aspx

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

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 your MySJSU account to keep current with your account. Failure to pay by the deadline may result in all your classes being dropped. For more information about payment methods, fees and payment due dates visit sjsu.edu/bursar

Payment Due Dates

August 14, 2023

September 14, 2023

Costs of Attendance

Amounts are based on full-time attendance (12 units per semester or more) for a nine-month academic year. More detailed information about fees can be found at sjsu.edu/bursar

Costs	With Parents	Campus Housing*	Off Campus
Room and Board	\$10,056	\$18,568	\$19,266
Transportation	\$1,330	\$1,134	\$1,274
Miscellaneous/Personal	\$2,614	\$2,139	\$2,877
Books and Supplies	\$1,110	\$1,110	\$1,110
**Tuition Fees (6.1 or more units)	\$7,899	\$7,899	\$7,899
Total (CA Residents)	\$23,009	\$30,850	\$32,426

* Campus Housing costs are average of CV Buildings + 21 swipes/week meal plan

** All fees and charges are subject to change without notice. Loan fees could average from \$80 - \$190 depending on one's career. Non-Resident Fees are charged an additional \$396 per unit.

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, 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).

California Residency for Tuition Purposes

The determination of residency for tuition purposes affects whether a student pays in-state or out-of-state tuition fees.

Out-of-state tuition fees are higher than in-state tuition fees. Just because a student is or has been a resident of the State of California does not mean that he or she qualifies to receive the in-state tuition rate. Certain requirements, established under California law, must be met.

Visit the California State University site for additional information regarding residency www2.calstate.edu/apply/california-residency-for-tuition-purposes/Pages/default.aspx

STEP 9: PAY TUITION AND FEES CONTINUED

INSTALLMENT PAYMENT PLAN INFORMATION

[sjsu.edu/bursar/payment-refunds/
installment-payment-plan](https://sjsu.edu/bursar/payment-refunds/installment-payment-plan)

REFUND AND DIRECT DEPOSIT INFORMATION

[sjsu.edu/bursar/payment-refunds/
refunds](https://sjsu.edu/bursar/payment-refunds/refunds)

SPARTAN BOOKSTORE CHARGES

[sjsu.edu/bursar/our-services/
spartan-bookstore-voucher](https://sjsu.edu/bursar/our-services/spartan-bookstore-voucher)

In-state Tuition for Certain Non-residents of California (AB 540 provisions)

If you attended high school in California for at least three full years and graduated or earned an equivalent degree, you may be eligible for resident (in-state) tuition. You must file an affidavit with SJSU, and will need to show proof of attendance and graduation. The affidavit can be found at calstate.edu/attend/student-services/resources-for-undocumented-students/financial-aid/Documents/csu-nonresident-tuition-exemption-request-form-ab-540.pdf

For more information visit sjsu.edu/registrar/registration/residency/ab540.php

Veterans and Veteran/Military-connected students, please contact VRC to see if eligible (sjsu.edu/veterans).

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 the 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 for more information.

Field Trip Fees

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

Special or Optional Fees

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

Refunds

Students are highly encouraged to enroll in Direct Deposit. With Direct Deposit, you receive your refund several days quicker than a paper check and more securely. To enroll, sign in to MySJSU, scroll to "Finances" and select "Enroll in Direct Deposit".

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

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 9: PAY TUITION AND FEES CONTINUED

FINANCIAL AID AND SCHOLARSHIP OFFICE

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

FAFSA APPLICATION

fafsa.gov

CALIFORNIA DREAM ACT AB540 INFORMATION

sjsu.edu/faso/applying/california-dream-act.php

CALIFORNIA DREAM ACT APPLICATION

californiadreamact.org

Financial Aid

FAFSA

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

California Dream Act – State Aid for Undocumented Students

AB540 students (undocumented immigrant status) may qualify for state grant programs that make up the California Dream Act. The California Dream Act is the result of two bills, Assembly Bill 130 (AB 130) and Assembly Bill 131 (AB 131). For the California Dream Application, you will need SJSU's six-digit code, which is 001155.

Learn more at sjsu.edu/faso/applying/california-dream-act

Applying for Aid

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

Online Application

FAFSA - Apply at studentaid.gov

California Dream Act - Apply at caldreamact.org

Application Deadlines

FAFSA and CA Dream Act Application Priority Deadline March 2, 2022

Financial Aid Priority File Completion Date Deadline April 29, 2022

Application Code

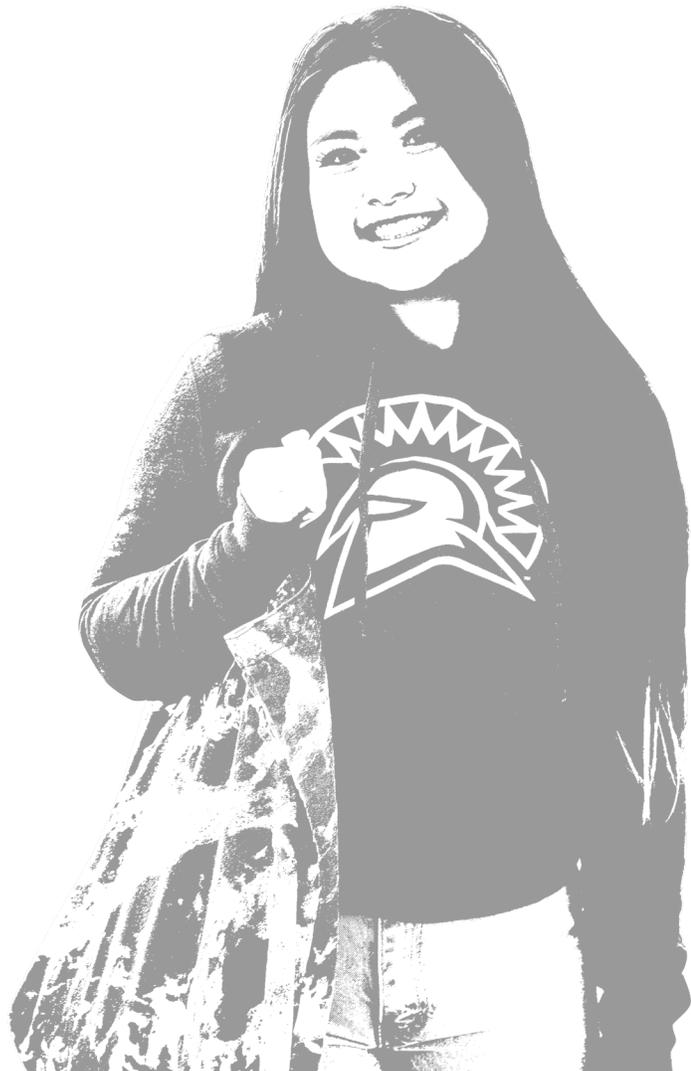
SJSU's six-digit code = 001155 (for both the FAFSA and California Dream Act Application)

Step 10

Submit Partial and Final Official Transcripts

MySJSU
one.sjsu.edu

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 in-progress coursework and must be submitted by **Thursday, March 23, 2023**. Final official transcripts must include all completed coursework from all institutions that you have attended and must be submitted by **Saturday, July 15**. If you have AP, IB or CLEP exam results, please have official score reports sent to SJSU by the testing agency.



Manade
MBA Business Administration

Important Resources



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

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

Statement of Nondiscrimination

The California State University (CSU) is committed to maintaining an inclusive community that values diversity and fosters tolerance and mutual respect. CSU does not discriminate, and does not tolerate discrimination, on the basis of sex or gender, which includes gender identity (including transgender), gender expression, sexual orientation or sex stereotype in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex or gender or sexual orientation in employment, as well as in all education programs and activities operated by the University (both on and off campus). The protection against discrimination on the basis of gender or sexual orientation includes sexual harassment, sexual misconduct, and dating and domestic violence and stalking.

The Office of Equal Opportunity is responsible for oversight of compliance with non-discrimination, harassment, and retaliation based on Age, Disability (physical and mental), Genetic Information, Marital Status, Medical Condition, Nationality, Race or Ethnicity (including color or ancestry, Religion (or Religious Creed), and/or Veteran Status or Military Status, and other characteristics that make our community unique.

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

Contacts

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

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

Accessible Education Center

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

Admissions (Undergraduate Admissions Office)

Via live chat at sjsu.edu/admissions
408-283-7500

Athletics

408-924-1200
Twitter: @SJSUAthletics
Instagram: SJSUSpartans
Facebook: SJSUSpartans

Bookstore

408-924-1800

Career Center

careerhelp@sjsu.edu
408-924-6031

Class Schedules

sjsu.edu/classes

College Student Success Center

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

Financial Aid and Scholarship Office

fao@sjsu.edu
408-283-7500

Housing (International House, I-House)

ihouse@sjsu.edu
408-924-6570

Housing (University Housing Services)

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

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

Instagram: @sjsulibrary
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 online only
parking@sjsu.edu

Registration (Registrar's Office)

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

Spartan Eats Dining Services

Student Wellness Center

Student Health Center: 408-924-6122
Counseling and Psychological Services: 408-924-5910

Testing Office

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

Tours of SJSU

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

Transportation Solutions

transportation@sjsu.edu
408-924-7433

Tuition (Bursar's Office)

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

Tutoring and Mentoring Services (Peer Connections)

peerconnections@sjsu.edu
408-924-2587

Veterans Resource Center

veterans@sjsu.edu
408-924-8129

CONNECT WITH SJSU



facebook.com/sanjosestate



[@SJSU_ES](https://twitter.com/SJSU_ES)

SJSU | STUDENT AFFAIRS

Enrollment Management
Office of Undergraduate Admissions

San José State University

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

Photography by: Dan Liberti

All information, dates, test scores, and fees subject to change without notice.
This brochure is available in alternative formats (braille, digital, etc.) upon request.

On Cover
Kedhar, Electrical Engineering