

SAN JOSÉ STATE UNIVERSITY

Steps to Enrollment

TRANSFERS | SPRING 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 your MySJSU student account 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 You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility.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 your MySJSU student account (one.sjsu.edu) every few days and thoroughly read any messages, "To Do List" items, or posted deadlines and take the requested action as soon as possible.

Congratulations on Your Admission!

We are excited to welcome you to San José State University, the founding campus of the California State University (CSU) system. Please know you still have steps to take to stay admitted and officially enroll for Spring 2023, which are outlined in this guide.

Checklist

Mandatory

- Submit your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on **Thursday, December 1**
- Sign up for Spartan Experience for Transfers orientation (mandatory)
- Pay your nonrefundable Enrollment Deposit
- Complete the two-step COVID-19 Vaccination Self-Certification by **Thursday, December 15**
- Apply for Campus Housing (optional)
- Submit all required partial and final documents and transcripts listed on your To Do List in MySJSU by the posted deadlines
- Register for classes
- Pay your tuition and fees
- Complete Spartan Link online pre-orientation prior to attending your mandatory Spartan Experience for Transfers orientation
- Attend Spartan Experience for Transfers orientation (mandatory)
- Complete online training programs on sexual violence and alcohol abuse prevention
- Take the Upper-Division Writing Directed Self Placement Exercise at sjsu.edu/wac/wst

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**

Frequently Asked Questions

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

Your admission to SJSU will be revoked and your registration canceled. Failure to submit your transcript will result in your application being withdrawn, even if you have received financial aid, signed up for housing, attended the Spartan Experience for Transfers orientation, or registered for classes.

What if I am taking courses required for admission during the Fall 2022 term?

You may use coursework from the Fall 2022 term to complete admission requirements. You must submit final, official transcripts showing all work completed through Fall 2022 by Sunday, January 15 so that we can verify you have met admission and impaction requirements for the Spring 2023 term.

Can I defer 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 submit a new application for the next available term for which you meet the minimum requirements.

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.

How do I request academic, housing, and/or orientation accommodations due to my disability?

Students requesting academic and/or housing accommodations due to disability-related limitations are encouraged to register with the Accessible Education Center as soon as possible. Register online at tinyurl.com/AECreg

2022-2023 Calendar

November 2022	Friday, November 11	Veteran's Day (Holiday) – campus closed
	Thursday, November 24 – Friday, November 25	Thanksgiving Day (Holiday) – campus closed
December 2022	Thursday, December 1	Intent to Enroll deadline (last day to accept SJSU's offer of admission)
	Sunday, December 11	Financial Aid Document Completion Date
	Thursday, December 15	Complete COVID-19 Vaccine Self-Certification in MySJSU
	Saturday, December 17	Submit your photo for your Tower Card at myid.sjsu.edu
January 2023	Sunday, January 1	On-campus housing opens for Spring 2023 semester Check in at 5 p.m
	Friday, January 13	Spartan Experience for Transfers Orientation Session Date
	Sunday, January 15	Submit all final documents and transcripts listed on your to-do list in MySJSU
	Monday, January 16	Dr. Martin Luther King, Jr. Day (Holiday) – campus closed
	Tuesday, January 17	Payment Due Date (if registered between October 25, 2022 through January 12, 2023)
	Wednesday, January 18	Spartan Experience for Transfers Orientation Session Date
	Sunday, January 22	Advance Registration ends
	Monday, January 23 – Tuesday, January 24	Registration closed
	Wednesday, January 25	First day of instruction Late Registration Begins in MySJSU after 7 a.m. (Ends February 20)
	Wednesday, January 25 – Monday, February 20	Late Registration period
February 2023	Wednesday, February 15	Payment is due within three days if registering on or after this date
	Friday, February 17	Payment Due Date (if registered between January 13, 2023 - February 14, 2023)
	Monday, February 20	Last day to add courses via MySJSU Last day to submit Audit/Credit/No Credit grading option Last day to drop a class without a "W" on a student's permanent record
March 2023	Thursday, March 2	FAFSA/CA Dream Act Application priority deadline
	Monday, March 20	Payment Due Date
	Monday, March 27 – Friday, March 31	Spring Recess – no classes
	Friday, March 31	Cesar Chavez Day (Holiday) – campus closed
April 2023	Monday, April 17	Payment Due Date
	Friday, April 21	Last Day to withdraw for spring
May 2023	Monday, May 15	Last day of instruction for spring
	Wednesday, May 17 – Friday, May 19	Final exams
	Monday, May 22 – Tuesday, May 23	
	Saturday, May 27	Initial Spring 2023 grades viewable via MySJSU account
	Monday, May 29	Memorial Day (Holiday) – Campus closed
June 2023	Wednesday, June 7	Academic Standing & Current Semester Grades posted on MySJSU & Transcripts

Step 1

Submit Intent to Enroll

NEXT STEPS
nextsteps.sjsu.edu

San José State will need to know if you plan on attending in Spring 2023 so that we can ensure that we have everything in place for your enrollment. To confirm that you intend 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 Standard Time) on **Thursday, December 1** or your admission will be withdrawn.

The process includes accepting SJSU's offer of admission, signing up for mandatory Spartan Experience for Transfers orientation, and paying the nonrefundable enrollment deposit.

YES – I intend to enroll at SJSU for the Spring 2023 semester
(Please note: You may not defer your enrollment to a later semester.)

NO – I will not attend SJSU for the Spring 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.

Students requesting academic, housing, and/or orientation accommodations due to disability-related limitations are encouraged to register with the Accessible Education Center once Intent to Enroll is submitted. Register online at tinyurl.com/AECreg

Step 2

Sign Up for Transfer Orientation (Spartan Experience for Transfers)

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 a 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. 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 enrollment deposit.

Before attending Spartan Experience for Transfers orientation, complete Spartan Link Online Pre-Orientation. Spring 2023 admits will be given access in mid-December 2022.

During orientation, we will:

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

Trained Orientation Leaders will:

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

If you do not attend or leave during any portion of the program, you will not be able to attend SJSU in Spring 2023. Students who arrive late will not be allowed to attend the program.

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 Transfers orientation at nextsteps.sjsu.edu

Students requesting Transfer Orientation accommodations due disability-related limitations, must register with the Accessible Education Center at least two weeks prior to their selected mandatory orientation dates. Register online at tinyurl.com/AECreg

Step 3

Pay Enrollment Deposit

NEXT STEPS
nextsteps.sjsu.edu

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. You must submit a nonrefundable enrollment deposit by the deadline to complete your Intent to Enroll. The nonrefundable \$250 enrollment deposit covers the cost of transfer orientation and reserves your spot to attend SJSU.

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

Pay your enrollment deposit at nextsteps.sjsu.edu



Mariella
Business Administration/
Marketing

Step 4

Apply for Campus Housing (Optional)

UNIVERSITY HOUSING SERVICES

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

INTERNATIONAL HOUSE

iHouse@sjsu.edu

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 Services at 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 non-refundable 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 offers a one-semester contract. 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

For Housing accommodations due disability-related limitations, students must register with the Accessible Education Center. Register online at tinyurl.com/AECHousing

STEP 4: APPLY FOR CAMPUS HOUSING CONTINUED

UNIVERSITY HOUSING SERVICES

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

SPARTAN EATS CAMPUS DINING

dineoncampus.com/SJSU

Housing Costs

Housing rent is based on double occupancy, furnished units with a 10-month contract. Rent includes basic utilities, WiFi internet access and furniture. Please note rent amounts are subject to change.

To view the most up-to-date costs for our housing facilities, 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	\$12,736
Campus Village Apartments – Building B “CVB”	Fifteen-story building: Studios, three, four and five-bedroom units	Sophomores, Juniors, Seniors, Graduate Students	\$12,318
International House “I-House”	Large residence near campus. Home to 70 U.S. and international students	Freshmen, Sophomores, Juniors, Seniors, Graduate Students	\$11,350

Meal Plans (optional)

Meal plans are optional for students/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 that 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	\$1,395	\$2,790	\$12,736 (no meal plan) \$15,526 (90 swipes) \$16,336 (145 swipes)
	145 swipes* per Semester	\$1,800	\$3,600	\$12,318 (no meal plan) \$15,918 (90 swipes) \$15,918 (145 swipes)
Campus Village Apartments – Building B “CVB”				
International House “I-House”	2-3 meals/day prepared on-site at I-House + 50 swipes in the Commons on campus.	\$3,128	\$6,256	\$17,606

* Meals prepared by chef onsite at I-House. Breakfast/Lunch/Dinner Monday–Thursday; Brunch & Dinner Fridays. Limited swipes and Dining Dollars also provided.

Step 5

Register for Classes

SCHEDULE OF CLASSES

sjsu.edu/classes

WRITING SKILLS TEST (WST) INFORMATION

sjsu.edu/testing/tests/sjsu-exams

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

Registration Appointments

To receive a registration appointment, you must 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 registration appointment.

Spartan Experience for Transfers Orientation (Mandatory)

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

Complete the Upper-Division Writing Directed Self Placement Exercise (UDW-DSP)

The online UDW-DSP fulfills the Writing Skills Test (WST) requirement. It is an exercise (not a test) that helps students place themselves in the appropriate writing course at SJSU.

Registering for Courses

Sign in to one.sjsu.edu > click "MySJSU" > navigate to "Student Center" > 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 (5-digit code) and section number that you will need to choose from in order to register. (sjsu.edu/classes)

Registration Holds

If you have a registration hold, log in to MySJSU, go to self-service, look for the "hold" box on the right column, click "details" to find out how to resolve your hold and read this information carefully. 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 5: REGISTER FOR CLASSES CONTINUED

SCHEDULE OF CLASSES

sjsu.edu/classes

EXPLORE SCHEDULE OPTIONS

Sign in to one.sjsu.edu and search for "MyScheduler"

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.
- 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 in the Student Success Center 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.

What if I don't register for the Spring 2023 semester?

Your admission is only good for the Spring 2023 semester. If you do not register for classes for Spring 2023, you will lose your admission and will have to reapply for the next available term.

Registration Timeline

October 2022	Tuesday, October 25	Advance Registration Begins
January 2023	Sunday, January 22	Advance Registration Ends
	Wednesday, January 25	Late Registration Begins on MySJSU after 7:00 am
February 2023	Monday, February 20	Last Day to Add Classes via MySJSU

Step 6

Pay Tuition and Fees

PAYMENT PLAN INFORMATION AND PAYMENT DUE DATES

sjsu.edu/bursar

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 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 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

Monday, January 16

Thursday, February 16

Sunday, March 19 (Installment Payment Plan and Bookstore Charges)

Sunday, April 16 (Installment Payment Plan)

Costs of Attendance

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

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

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 (calstate.edu/attend/student-services/resources-for-undocumented-students/financial-aid/Documents/csu-nonresident-tuition-exemption-request-form-ab-540.pdf) with SJSU. You will need to show proof of attendance and graduation. For more information visit sjsu.edu/registrar/registration/residency/ab540.php

Veterans: please contact the Veterans Resource Center at sjsu.edu/veterans/about/contact-us to see if you qualify.

STEP 6: PAY TUITION AND FEES CONTINUED

INSTALLMENT PAYMENT PLANS

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

PAYMENT PLAN INFORMATION AND PAYMENT DUE DATES

sjsu.edu/bursar

INFORMATION ON CHARGING BOOKS AND SUPPLIES

sjsu.edu/bursar/services

CALIFORNIA DREAM ACT INFORMATION

sjsu.edu/faso/Applying/californiadreamact

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, for either tuition and fees, or housing charges.

For payment plan options visit sjsu.edu/bursar/payment-refunds/installment-payment-plan.php

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. Parking permit information is available at sjsu.edu/parking

Refunds

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

Bookstore Charges

Registered students can charge books and supplies purchased at the Spartan Bookstore to their MySJSU student account up to \$900 per semester. For more details visit sjsu.edu/bursar/our-services/spartan-bookstore-voucher.php

Keeping Your MySJSU Account Current

SJSU has established a business practice whereby all payments apply to the oldest debt on your account. For example, if you are making a registration payment and you have a housing debt with an earlier due date, the payment will apply to the housing charges first. Keep your account current to avoid the possibility of enrollment cancellation.

Any delinquent outstanding charges owed to the university will be submitted to the Franchise Tax Board for tax refund offset. The university, or its agent, has the right to pursue collections in order to repay a delinquent debt owed to the university.

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 fafsa.gov. For the FAFSA, you will need SJSU's six-digit code, which is 001155. Once you apply, 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 three to four months to complete the entire process. Learn more at sjsu.edu/faso

California Dream Act – State Aid for Undocumented Students

AB 540 students (undocumented immigrant status) may qualify for state grant programs that make up the California Dream Act of 2011. AB 540 allows undocumented and documented students who meet certain provisions to apply for and receive private scholarships funneled through public universities (AB 130), state-administered financial aid, university grants and community college fee waivers (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/californiadreamact

Step 7

Attend Transfer Orientation (Spartan Experience for Transfers)

NEW STUDENT AND FAMILY PROGRAMS

sjsu.edu/newspartans

408-924-5972

transfer-orientation@sjsu.edu

Spartan Experience for Transfers is a 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. All admitted students are required to attend this mandatory orientation for the entire duration of the program.

Transfer Orientation Sessions:

Friday, January 13, 2023

Wednesday, January 18, 2023

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 their selected mandatory orientation dates.

For more information about Spartan Experience for Transfers (mandatory orientation), contact New Student and Family Programs at transfer-orientation@sjsu.edu or 408-924-5972 or visit sjsu.edu/newspartans

This event is wheelchair accessible. Students requesting Transfer Orientation accommodations due disability-related limitations, must register with the Accessible Education Center at least two weeks prior to their selected mandatory orientation date. Register online at tinyurl.com/AECreg

Step 8

Submit Proof of Immunizations

IMMUNIZATION INFORMATION

sjsu.edu/medical/services/immunizations.php

By December 15, 2022, you will need to complete the two-step COVID-19 Vaccine Self-Certification process:

Step 1: Complete the COVID-19 Self-Certification form on MySJSU. Click "Finish" to submit.

Step 2: Submit proof of COVID-19 vaccination on the Student Health Center Patient Portal. The status will read "awaiting review" in the Medical Clearances section once submitted.

For more information regarding vaccination requirements, please visit sjsu.edu/medical/services/covid-vaccine.php

Additional Required Immunizations

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

As a new student, you will need to provide proof of immunizations prior to the first day of classes

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



Khrystien
Business Administration/
International Business

Step 9

Complete Upper-Division Writing Directed Self Placement Exercise

WRITING SKILLS TEST INFORMATION

sjsu.edu/wac/wst

DEPARTMENT EXAM LISTING

catalog.sjsu.edu

Traditionally, all SJSU students must take and pass an in-person Writing Skills Test (WST) 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"
- Make sure you complete the UDW-DSP before you enroll in your courses at SJSU

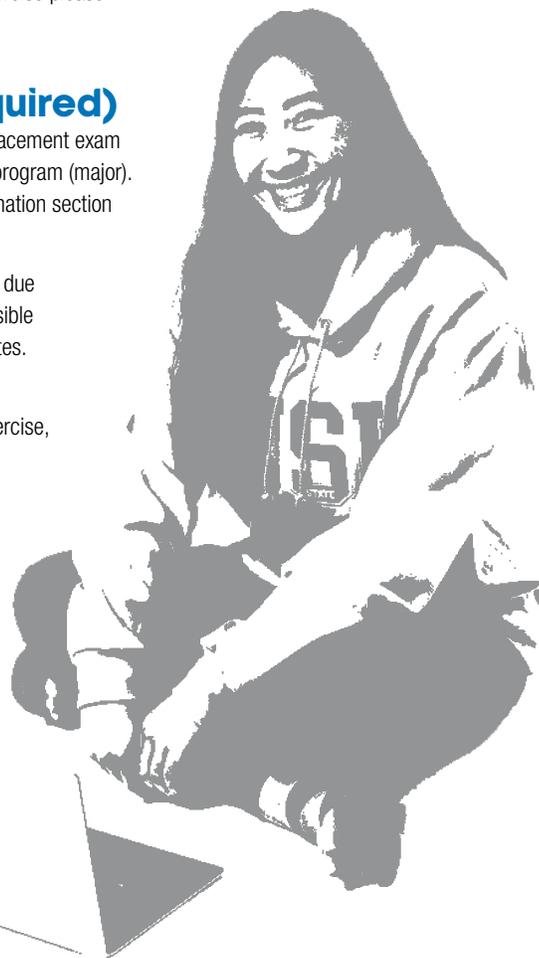
For questions about the UDW Directed Self Placement Exercise please visit sjsu.edu/wac/wst

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



Ling
Behavioral Science

Important Resources



SJSU'S OFFICIAL MASCOT
IS THE SPARTAN

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 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.

Non-Discrimination Policy

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 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, please 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

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

Admissions (Undergraduate Admissions Office)

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

Athletics

sjsuspartans.com
408-924-1200
Twitter: @SJSUAthletics
Instagram: SJSUSpartans
Facebook: SJSUSpartans

Bookstore

spartanbookstore.com
408-924-1800

Career Center

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

Class Schedules

sjsu.edu/classes

College Student Success Center

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

Financial Aid and Scholarship Office

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

Housing

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

Housing (International House, I-House)

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

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

library.sjsu.edu
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)
sjsu.edu/newspartans/transfer-orientation
transfer-orientation@sjsu.edu
408-924-5972

Parking

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

408-924-6557

Registration (Registrar's Office)

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

Spartan Eats Dining Services

dineoncampus.com/SJSU

Student Wellness Center

sjsu.edu/wellness
408-924-6122

Testing Office

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

Tours of SJSU

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

Transportation Solutions

as.sjsu.edu/asts
transportation@sjsu.edu
408-924-7433

Tuition (Bursar's Office)

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

Tutoring and Mentoring Services (Peer Connections)

peerconnections.sjsu.edu
peerconnections@sjsu.edu
408-924-2587

Veterans Resource Center

sjsu.edu/veterans
veterans@sjsu.edu
408-924-8129

Writing Center

sjsu.edu/writingcenter
writingcenter@sjsu.edu
408-924-2308

CONNECT WITH SJSU

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All information, dates, test scores, and fees subject to change without notice.

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

SJSU | STUDENT AFFAIRS

ENROLLMENT MANAGEMENT
Undergraduate Admissions

San José State University

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

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