

N O E S T T E U I<sup>3</sup>ERSIT



AFFAIRS

STU

## 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 You risk having your admission withdrawn if you do not meet our deadlines and maintain your eligibility.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](http://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

- Submit your Intent to Enroll no later than 11:59 p.m. (Pacific Daylight Time) on **Monday, May 1**
  - Sign up for mandatory Sparta Camp (Frosh Orientation)
  - Pay your nonrefundable enrollment deposit (\$250)
- Apply for Campus Housing (Optional)
- Complete requirements to determine first-year writing and math course placement
- Take any department-specific exams
- Complete the two-step COVID-19 Vaccination Self-Certification process by **Monday, May 15**
- Submit a photo for your Tower Card ID at [myid.sjsu.edu](http://myid.sjsu.edu) by **Thursday, June 1**
- Complete Spartan Link Online Pre-Orientation module prior to attending mandatory Sparta Camp (Frosh Orientation)
- Make your housing payment by **Saturday, July 15** if you are planning to live on campus
- Submit final official transcripts, test scores and documents by **Saturday, July 15**
- Purchase health insurance through SJSU prior to registering for classes
- Complete Immigration Document Process
- Attend your mandatory Sparta Camp (Frosh Orientation) session
- Pay your tuition and fees by **Monday, August 14**
- Attend Virtual Global Spartan Welcome (GSW)
- Complete online training programs on sexual violence and alcohol abuse prevention

### Important

- Read the SJSU Catalog for important information at [catalog.sjsu.edu](http://catalog.sjsu.edu)
- Read the SJSU Schedule of Classes at [sjsu.edu/classes](http://sjsu.edu/classes)
- Follow SJSU Enrollment Services on Instagram and Twitter: @SJSU\_ES

## Frequently Asked Questions

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

You will have your admission to SJSU revoked and your registration canceled. In particular, failure to submit your high school transcripts will result in your application being withdrawn, even if you have signed up for housing, attended orientation or registered for classes.

### 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 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 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.

### 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.



# Step 1

## Submit Intent to Enroll

**NEXT STEPS**  
[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

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

San José State needs to know if you intend to enroll so that we can plan for your enrollment in Fall 2023. To submit your intent to enroll, go to the Next Steps Intent to Enroll website ([nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)) and complete the multi-step 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 \$250 nonrefundable 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](mailto:nextsteps@sjsu.edu) immediately.



# Step

## Pay Enrollment Deposit

**NEXT STEPS**  
[nextsteps.sjsu.edu](https://nextsteps.sjsu.edu)

In order to complete the Next Steps Intent to Enroll process and reserve your spot to attend SJSU, you must submit your nonrefundable enrollment deposit by the deadline. 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 \$180 orientation payment and a deposit of \$70 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](https://nextsteps.sjsu.edu)

# Apply for Campus Housing (Optional)

## University Housing Services

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.)**

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](mailto:uhs-frontdesk@sjsu.edu)

To fill out a housing application, visit [sjsu.edu/housing](https://sjsu.edu/housing)

## 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](https://sjsu.edu/housing) and [sjsu.edu/ihouse](https://sjsu.edu/ihouse)





# Step 6

## Submit Proof of Vaccination and Immunizations

HEALTH ADVISORY  
INFORMATION  
[sjsu.edu/healthadvisories](https://sjsu.edu/healthadvisories)

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

### COVID-19 Vaccination Requirement

The deadline for incoming Fall 2023 students to complete their 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](https://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.php](https://sjsu.edu/medical/covid19/covid-vaccine.php) 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.com](https://sjsuportal.pointnclick.com)

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



# Step 8

## Submit Final Official Transcripts (with Graduation Date)

### INTERNATIONAL STUDENT AND SCHOLAR SERVICES (ISSS)

[sjsu.edu/iss](https://sjsu.edu/iss)  
408-924-5920  
[international-office@sjsu.edu](mailto:international-office@sjsu.edu)

### VISA INTERVIEW INFORMATION

[sjsu.edu/iss/new-students/pre-arrival/visa-interview](https://sjsu.edu/iss/new-students/pre-arrival/visa-interview)

We will review your final official transcripts to verify that you completed all required courses for admission. This includes passing required courses with a "C-" or better. Final transcripts must include your graduation date and must be submitted by Saturday, July 15.

You will also be required to submit official college transcripts for any courses completed at a community college.

If you have AP, IB or CLEP exam results, please have official score reports sent to SJSU by the testing agency as soon as they are available.

**Manade**  
Business Administration

# Step 9

## Attend Sparta Camp (Frosh Orientation)

### NEW STUDENT AND FAMILY PROGRAMS

[sjsu.edu/newspartans](https://sjsu.edu/newspartans)

408-924-5972

[frosh-orientation@sjsu.edu](mailto:frosh-orientation@sjsu.edu)

### PARENT AND FAMILY ORIENTATION REGISTRATION

[sjsu.campusesp.com](https://sjsu.campusesp.com)

Sparta Camp is the mandatory two-day in-person, overnight 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.

### Sparta Camp (Frosh Orientation) Sessions:

Session 1: Monday, June 26 - Tuesday, June 27, 2023

Session 2: Thursday, June 29 - Friday, June 30, 2023

Session 3: Thursday, July 6 - Friday, July 7, 2023

Session 4: Tuesday, July 11 - Wednesday, July 12, 2023

Session 5: Friday, July 14 - Saturday, July 15, 2023

Session 6: Tuesday, July 18 - Wednesday, July 19, 2023

**\*Overnight housing accommodations will be provided to students. A pillow and blanket, two sheets, pillowcase, and towel/washcloth will be provided.**

Parents and family members are invited to attend the Parent and Family Orientation, held concurrently with your Sparta Camp session. Registration for parents and families is located in the SJSU Parent and Family Portal ([sjsu.campusesp.com](https://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 Sparta Camp (Frosh Orientation), contact New Student and Family Programs at [frosh-orientation@sjsu.edu](mailto:frosh-orientation@sjsu.edu) or 408-924-5972 or visit [sjsu.edu/newspartans](https://sjsu.edu/newspartans)





# Purchase Health Insurance

SJSU requires all students to have medical insurance, and all international students are required to purchase the SJSU health insurance coverage prior to registering for classes. You can register for the mandatory SJSU health insurance online. This is required even if you already have insurance coverage in your home country, from family, or other sources. Learn how to enroll at [sjsu.edu/iss/resources/health-insurance](https://sjsu.edu/iss/resources/health-insurance)

You can buy your insurance for the year, or for a semester at a time. If you have questions about purchasing



# Attend Global Spartan Welcome

## INTERNATIONAL STUDENT GLOBAL SPARTAN

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

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

# Important Resources

## Student Responsibilities and Rights

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution (S90–5). Students are encouraged to consult the Student Responsibilities and Rights section of the SJSU Catalog ([catalog.sjsu.edu](http://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

---

---

---

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

0203