Intl. Gateways Pre-Arrival ToDo List: Session I of Fall 2023 ATP

Below is the list of steps you are required to complete before you join the English language language program (ATP/ Path to SJSU Degree) at International Gateways, SJSU, starting August 7, 2023.

Step 1: Reset your SJSUOne account password and set up two-Factor authentication with DUO

1. SJSUOne | Password Reset
2. Put your SJSU ID and Click "Accept"
3. Select Option 2 which will send you an email to reset your password.
4. For the step-by step instructions, please visit this page.
5. For any technical issues, please contact SJSU IT Help Desk. Phone: +1 (408) 924-1530
   Email: itservicedesk@sjsu.edu.
   To get direct one-on-one help, schedule a Zoom video call appointment.

Step 2: Get fully vaccinated against COVID-19 and submit your vaccination certification

SJSU requires that ALL students, faculty and staff be vaccinated against COVID-19 with a WHO EUL approved or US approved vaccine and a booster (if eligible) before they can access the SJSU campus. You are required to be fully vaccinated prior to your arrival in the US. For the most up-to-date information about the COVID-19 vaccination requirement at SJSU, click here.

You will need to certify your vaccination status and submit proof of your vaccination record before you arrive on the SJSU campus.
This is a two-step process:
1. **Report your vaccination status** using the **COVID-19 Vaccine Self-Certification form**.
2. **Submit verification on the Student Health Center Patient Portal**. You will need to submit proof of your COVID-19 vaccination record. Please ensure that the information is visible and legible in English. Additional important information is available at the Student Health Center COVID-19 Vaccine Requirements site.

Step 3: Pay tuition and purchase the mandatory F-1 health insurance

If you are an F-1 student, we recommend that you are approved for the F-1 visa first and then make the payments. The payment **deadline is 12pm Friday, July 28, 2023**.

Tuition Payment: please check two available payment options below.
Payment Option 1
go to https://commerce.cashnet.com/IGsjsu

- In the Amount Field enter
$6,080 USD (17-week ATP session from August 7 to December 12, 2023)
$3,770 USD (9-week ATP session from August 7 to October 6, 2023)
- Enter your First and Last names
- Enter your 9-digit SJSU ID number
- Enter the ATP term you have been admitted to (**2304ATP** for 17 weeks, **2341ATP** for 9 weeks)
- Select "Tuition - OBJ Code 06110" in Payment Type
- In Object Code, enter 06110
- Click "Add to Basket"
- Review the Basket and follow the instructions to make the payment and check out
Credit cards only. Attempts to pay with a debit card are likely to be declined.

Payment Option 2
Select this method if you would like to make an international wire transfer from a bank account abroad to a bank account in the US. To pay by Flywire, type sjsuigateways.flywire.com

Mandatory F-1 Student Health Insurance Payment
All F-1 students are required to purchase the mandatory F-1 student insurance below. This health insurance is optional for non F-1 students. The SJSU-approved health insurance plan is administered by JCB; however, your insurance provided will be Aetna. Please purchase your health insurance from the JCB website. Follow these steps to purchase the correct plan:
1. Go to the JCB website
2. Type in "International Gateways - SJSU"
3. Select "2023-24 International Gateways Students"
4. Click "Enroll"
5. Select the correct health insurance term
6. Input your information and payment details as instructed

Step 4: Submit pre-arrival documents

Please login into our secure document storage portal, select ATP as the program name, "I am attending on an F-1 visa" (for F-1 students), then "I am attending a new student orientation" to upload and submit the required documents. The documents that you will need to submit are:
- **Visual/ Audio Image Release Form** (attached to this message);
- **Headshot** - take a selfie holding a white piece of paper with your full name spelled out clearly on it;
- **Passport** - upload your passport personal information page;
- **US status verification** - upload a copy of your US visa or proof of US residency (greencard, US passport, etc).
- **I-20 signed by the student** - sign and upload the I-20 issued by IG
- **Liability Form** (attached to this message).

California State University and San José State University Audio/Visual Form
The audio and visual form refers to any photographs, videos, and voice recordings taken of students for university social media, advertising, and publications. Students sign the form to indicate their preferences for SJSU or International Gateways to use (or not use) their images or voices for internal or public use.

Liability Form
Students sign the form to acknowledge any risks involved in participating in International Gateways activities.

Step 5: Complete the ATP Orientation Survey

This survey will allow IG Staff to get a full picture of your academic plans after you complete the English language studies in the Academic and Test Preparation or Path program.

Step 6: Submit Your Photo for an SJSU ID Card

Use this link to upload your photo for an SJSU ID card. If you have technical difficulties uploading your photo, please try using another computer. If you continue having issues with the upload, please let us know.

New Student Orientation - August 7 - 11, 2023

You will receive the orientation schedule in early-mid July 2023. The orientation is mandatory and may be a combination of in-person and online events. F-1 visa students should plan to arrive in the US by August 7, 2023. The earliest entry date to the US for F-1 students on Initial I-20 is July 8, 2023.

<u>Online Pre-Orientation English Placement Test</u>

After we receive your tuition payment by July 28, 2023, we will send you an email with an online English placement test. The email will say "Pearson - Versant Online Test Invitation"
Please follow the instructions in the email and take the test. We will use your test score to place you into a corresponding level in the Academic and Test Preparation (ATP) program.

Should you have any questions, feel free to email Ekaterina (Kate) Shcherbakova Admissions Manager, at igateways-admission@sjsu.edu for assistance.