5 Steps to Applying for Housing at SJSU for Students

Once you have applied to SJSU, you may apply to live in on-campus housing. Do not wait to submit your application, payment and materials. Housing fills quickly, we urge you to adhere to the deadlines as started in the Annual Housing License Agreement.

If you have not yet been issued a SJSU Id #, to apply please contact the Housing Office for instructions.

1. Log on to the University Housing Services web site at: [http://www.housing.sjsu.edu](http://www.housing.sjsu.edu) → Click on "APPLY NOW" under Quick Links located on the right hand column.
   - Review the License Agreement
   - Review the 2014 Spring Housing Rates

2. Click “2014/2015 Academic Year or 2014 Spring Semester” and follow all steps of the online application. Be sure to select a meal plan – Meal plans are mandatory for all First Time Frosh and any resident of the Classics and Suites.

3. Prior to completing the online application, you will be redirected to a payment site and must remit a $50 non-refundable application fee. It is extremely important to return back to the Housing application after submitting your payment, if you do return and click on the "continue" button, your application will not save.

4. Once you have completed the on-line application go to [http://www.housing.sjsu.edu/licensematerialsspring2014/](http://www.housing.sjsu.edu/licensematerialsspring2014/) to print out the following required license materials.
   - 2014 Spring License Agreement Form
   - Meningococcal Vaccination Form (first time freshmen only)
   - Campus Village Parking Permit Request (Optional)
   - Telephone Activation Form (Optional)
   - Living Learning Community Agreement (Optional)
   - Additional Resident Addendum (for Grads who apply for an entire unit in CVA, if applicable)

5. Complete and mail all paperwork along with your initial payment of $600 to:
   University Housing Services Attn: Housing Cashier
   One Washington Square San Jose, CA 95192-0133

   - Checks should be made payable to SJSU Housing. Please include your student ID number on the face of the check.
   - If you wish to make your initial payment on-line, please follow the payment instructions carefully. [http://www.housing.sjsu.edu/housingaz/payments/](http://www.housing.sjsu.edu/housingaz/payments/)

If your file is complete (all forms submitted and accompanied by $600 payment) and you have been accepted to live on campus at SJSU, you will be assigned a bed space based on number of applicants and availabilities. Your assignment letter will be sent to you via e-mail starting mid December.

Residents will be billed semesterly. Residents may elect to select the Installment Payment Plan (IPP) to pay their fees in installments by logging into their MYSJSU account and following the provided instructions.

* Please note that if you would like to break up these charges into manageable installments, you may select the Installment Payment Plan (IPP). There is an additional fee of $33.00 for this plan each semester.

Please refer to the Bursar's website for updated information at: [http://www.sjsu.edu/bursar/payment_refunds/installments/index.html](http://www.sjsu.edu/bursar/payment_refunds/installments/index.html)

**Please Note:** Agreements reached between prospective residents and University Housing Services do not indicate a guarantee of admission or enrollment to San Jose State University. This is a reminder that your offer of admission to the university is contingent upon meeting all deadlines included on your official letter of admission and is pending final verification of your official, final documents.