

Directions for registering for Bio 150-10 class (Death Valley) through Open University, Special Sessions

1. Go to San Jose State University website.
2. Scroll down to bottom, click on College of Professional and Global Education page.
3. Click on Academic Programs—middle of page.
4. Click on Forms (on right) for Special Sessions

Open University Registration Form Instruction Page
- Read and follow the directions on the form –

1. Use this form only if you are non-matriculated student. (those enrolling in Bio 150-10)
Class number: 30401
Subject: Biology
Catalog Number: 150
Section: 10
Meeting days: Sat, Sun, M, Tue, Wed, Thur, Fri
Time: 8:00 AM – 5:00 PM

Permission number: email Rod Myatt at rodney.myatt@sjsu.edu And I will send you a permission number.

Instructor signature: email form to me and I will sign it and return it to you.
Take the Registration form in person to the Registrar's Office, in the Student Services Center. On the SJSU campus.
(9th St. Garage and San Fernando St.)

Or, if you are far from San Jose State University campus, you may return it to rodney.myatt@sjsu.edu and I will take it over to the Registrar for you.

2. Payment is required for registration. When you register, you will receive a Student Identification number (9 digit number)
 - A. Submit payment directly to the Bursar's Office, also in the Student Services Center.
 - B. Or, submit payment through MySJSU account, which you can open after receiving Student ID
 - C. Or, include the ID number on a check and pay by mail to:
San José State University Bursar's Office
One Washington Square
San Jose, CA 95192-013
3. Payment is due before the end of March. If you have trouble with procedures above, we can help with the forms and registration at the Orientation meeting, which be on Friday, March 13 at 7:00 PM, Duncan Hall 135, SJSU.

