

GRADUATE ADMISSION – DOMESTIC STUDENTS

Application Fee

Applicants applying or reapplying to Texas A&M University-San Antonio are required to pay a non-refundable application fee of \$35. Each application submitted incurs a required non-refundable application fee, paid through GradCAS, regardless of completion status or admission decision.

Application Fee Waivers

Students may qualify for an admissions application fee waiver.

Appropriate documentation is required to be eligible for an application fee waiver (i.e. GRE waiver, McNair waiver). Other waivers may be considered and will be reviewed upon submission. These items can be submitted to the Office of Graduate Studies via fax, mail, or in person. Applicants who do not submit waiver documentation or do not qualify for a waiver will be responsible for application fee payment.

Application and Transcript Submission

A student must complete the GradCAS application online at <https://gradcas.liaisoncas.org/apply/>. In cases where multiple applications are submitted, the application submitted most recently, regardless of term or type, will void all previously submitted applications. Applicants must submit official transcripts from all institutions attended. To be considered official, transcripts should have: an original signature of a school official and/or the school seal, must be printed within the year, must be received directly from the sending institution, and mailed to GradCAS. Transcript submission instructions: https://help.liaisonedu.com/GradCAS_Applicant_Help_Center (https://help.liaisonedu.com/GradCAS_Applicant_Help_Center/).

Foreign Documents and Credits

Domestic applicants who have prior course work from a foreign college or university will be required to submit a course-by-course foreign credential evaluation from one of the four agencies designated in the International Admissions section. Foreign transcripts are not required.

Applicants who have participated in a study abroad program may also be required to submit a course-by-course foreign credential evaluation from one of the four agencies designated in the International Admissions section.

Graduate Admissions Requirements – Domestic Applicants

Texas A&M University-San Antonio adheres to high standards of academic excellence and admits students in accordance with their level of academic preparation without regard to race, color, sex, age, religious commitment or national origin. All inquiries about admission, application for admission and transcripts of credit should be addressed to the Office of Admissions.

All students wanting to attend Texas A&M University-San Antonio must be proficient in the use of English. Applicants, regardless of immigration status, whose educational instruction has not been in the English language and/or whose first or native language is not English, must

demonstrate proficiency in English. Please refer to the Proof of English Proficiency section for more information.

Texas A&M University-San Antonio complies with H.B. 1641 which considers various factors in making a decision for admission into a graduate or professional program.

Admission Deadlines

In order to ensure your application is processed prior to the beginning of the semester it is strongly encouraged you submit your application and all required supporting documents for admissions no later than the application deadline dates listed below.

Deadline	Date
Fall Priority	March 15
Fall Final Deadline	August 5
Spring Priority	November 1
Spring Final Deadline	December 5
Summer Priority	April 1
Summer Final Deadline	July 1

The application will not be accepted after the final deadline date. Supporting documents to complete admission files must be received by 5 p.m. on the date of the final deadline. Deadlines that fall on a weekend or holiday will be extended to the following business day. Applications that are not completed by the final deadline will not be processed for an admission decision for that application term and will be withdrawn by the university.

Admission Requirements: Degree Seeking Applicants

Applicants seeking admission to graduate programs at Texas A&M University-San Antonio must submit the following:

1. Applicants must be awarded a baccalaureate degree from a regionally-accredited institution before admission into a graduate program can occur. Degrees received must be posted on the transcript of the awarding institution. Only transcripts printed within the preceding 12 months will be accepted.
2. Submit official results of the nationally standardized examination to GradCAS.
3. Must have an overall undergraduate grade point average of 2.6 on a 4.0 scale or an average of 3.0 on the last 60 hours of undergraduate coursework.
4. Must be eligible to return to all previously attended colleges or universities.

Admission Requirements: Non-Degree Seeking Students

Applicants who are seeking admission to enroll in graduate courses but do not intend to seek a degree should apply as graduate non-degree seeking. Non-degree seeking students may attend for multiple semesters with departmental approval. If continued enrollment is desired, students must contact their advisor. If a student wishes to become degree seeking, they will be required to reapply. Non-degree seeking students may not be eligible for financial assistance. Applicants must specify which department they intend to take coursework in on their GradCAS application.

Students applying as non-degree seeking must meet the following:

- Complete the graduate non-degree seeking application at GradCAS(<https://gradcas.liaisoncas.org/apply/>).
- Pay non-refundable \$35 application fee
- Submit official transcripts from all colleges or universities attended both undergraduate and graduate. Students must be awarded a baccalaureate degree from a regionally-accredited institution before admission can occur. Degrees received must be posted on the transcript of the awarding institution. Only transcripts printed within the preceding 12 months will be accepted.
- Applicant must have an overall undergraduate grade point average of 2.6 on a 4.0 scale or have an average of 3.0 on the last 60 hours of **undergraduate** coursework.
- Must be eligible to return to all previous attended colleges or universities.

Graduate Readmission

All active students who have not enrolled in classes for one year (two long terms) become inactive and will need to submit a new admissions application and pay the \$35 application fee. Students, who were previously conditionally admitted prior to submitting test scores, but failed to submit their scores, will be required to submit test scores prior to evaluation.

A&M-SA returning graduate students who have attended other institutions of higher education since they were last enrolled at A&M-SA must submit current official transcripts from each institution attended prior to readmission. Eligibility for readmission of any former student depends on the student’s academic status at the end of the last A&M-SA semester of enrollment and performance on any subsequent college or university work attempted.

Post-masters students from Texas A&M University-San Antonio who are returning for certification must apply as graduate non-degree seeking and must specify which department they intend to take coursework in on their GradCAS application.

Graduate GPA Calculation

Grades received at other colleges/universities will be converted into Texas A&M University-San Antonio’s grading system; plus/minus grading systems will not be used. If any courses are repeated across institutions, only the highest grade will be used to calculate GPA. Credit/non-credit and developmental coursework will not be considered. GPA for graduate level coursework may also be considered.

Unconditional Admission

Applicants who have earned a baccalaureate degree from a regionally accredited college or university and who meet one of the following sets of minimum requirements is offered unconditional admission:

1. Have an undergraduate cumulative grade point average between 2.60-2.99 or an undergraduate grade point average of 3.00 or higher for the last 60 semester credits (or 90 quarter credits), and a minimum GRE composite (Q+V) score of 297 or minimum MAT score of 398 (MAT scores are for Education majors only).
2. Have an undergraduate cumulative grade point average between 3.00-4.00 and a minimum GRE composite (Q+V) score of 285 or minimum MAT score of 388 (MAT scores are for Education majors only).

3. College of Business applicants must meet the following combined GPA and GMAT requirements for unconditional admission: **970-(GPA X 200) = minimum required GMAT score.**

Graduate Admissions Required Test Scores

College/Department	Applicants with an Overall GPA of 2.60-2.99 or Last 60 Hours GPA Above 3.0	Applicants with an Overall GPA of 3.00-4.00
Arts and Sciences (English)	GRE: 147(V) / 3 (W)	GRE: 142(V) / 3 (W)
Arts & Sciences (Water)	GRE: 297 (V+Q)	
Business	970-(GPA X 200) = minimum required GMAT score	
Education and Human Development	GRE: 297 (V+Q) or MAT: 398	GRE: 285 (V+Q) or MAT: 388
Department of Educator and Leadership Preparation		
Education and Human Development	GRE: 297 (V+Q) or MAT: 398	GRE: 285 (V+Q) or MAT: 388
Department of Counseling Health, and Kinesiology (Kinesiology majors only)		

Conditional Admission

Applicants who are conditionally admitted to the University will remain under a Conditional Admission status and must meet departmental requirements in order to remain enrolled in the program. Conditional admission means that there is an outstanding departmental requirement that must be met in order to enroll in subsequent semesters. For example, applicants’ standardized test results must be received by GradCAS no later than mid-term of their first semester of enrollment to register for subsequent semesters. Students who have been conditionally admitted must meet departmental requirements in order to remain enrolled in the program. All departmental requirements are maintained by the department.

Letter of Degree Completion

Applicants may be eligible to be evaluated prior to earning a bachelor’s degree through the letter of degree completion process. Applicants must be in their last term of a bachelor’s program to be evaluated. The letter of degree completion process is only available during the long terms (fall and spring). Summer applicants cannot be processed with the letter of degree completion. International applicants are not eligible. Letter of Degree Completion eligibility does not guarantee admission to the university. Applicants must meet both program and GPA eligibility as outlined below.

Eligible Programs: Applicants applying to the Masters of Counseling, the Masters of Kinesiology, the Masters of English or any program in the College of Business are eligible for this process.

Non-Eligible Programs: Applicants applying as Non-Degree Seeking, or applying to a Master's program with a Certification in the College of Education.

GPA Eligibility: A cumulative GPA of a 3.00 or better is required in all undergraduate coursework taken.

Letter of Degree Completion – Steps to Apply

1. Complete the application for admission at GradCAS (<https://gradcas.liaisoncas.org/apply/>).
2. Pay non-refundable \$35 application fee.
3. Submit official transcripts from all colleges or universities attended (both undergraduate and graduate), including the transcript from the degree awarding institution which indicates "coursework in progress" for the term in which the applicant is anticipated to graduate.
4. A Letter of Degree Completion from the applicants Academic Advisor. The letter must state—which courses the applicant is registered for that will complete the degree requirements, must also state that pending the completion of the "courses in progress" the student will graduate, and must indicate the anticipated date of graduation and the anticipated degree. The Letter of Degree Completion must be emailed directly from the applicant's Academic Advisor to graduate.studies@tamusa.edu.

Only conditional admission can be offered for applicants being admitted with a Letter of Degree Completion. If the applicant does not submit a final college transcript with a bachelor's degree posted, they will be ineligible to register for future semesters.

For more information on conditional admissions, students will need to contact the department.