

UNDERGRADUATE 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 \$30. Each application submitted incurs a required non-refundable application fee, regardless of completion status or admission decision. It is recommended that payment be submitted via the ApplyTexas application. However, payment is also currently accepted in person (cash, card, check, money order or via mail by check, money order) and is accepted at the Student Business Services Office located in room 135 in the Frank L. Madla Building located at main campus or mailed to:

Student Business Services
Texas A&M University-San Antonio
One University Way
San Antonio, TX 78224

Application Fee Waivers

Students may qualify for an admissions application fee waiver. Please note that checking off the application fee waiver indicator on the ApplyTexas application does not automatically waive application fees. Appropriate documentation is required to be eligible for an application fee waiver. Acceptable documentation for a fee waiver include:

- SAT/College Board waiver,
- ACT waiver,

Other waivers may be considered and will be reviewed upon submission. These items can be submitted to the Office of Admissions 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 ApplyTexas application online at [applytexas.org](https://www.applytexas.org) (<https://www.applytexas.org>). 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 a year of the submission date, must be received directly from the sending institution, or hand-delivered in a sealed envelope from the sending institution. Additionally, the Office of Admissions accepts electronic documents as official when sent via a secure electronic transcript service (i.e. E-scrip, National Student Clearinghouse, Parchment, Trans Networks). High school transcripts are accepted from the school's registrar or counselor through the Texas Records Exchange (TREx). Home school transcripts must be notarized in order to be considered official, and the notarization must be on the transcript and not on a separate attachment. Final high school transcripts can be dated over one year from the print date as long as it has an original signature of a school official and/or the school seal, is received directly from the sending institution, or is hand-delivered in a sealed envelope from the sending institution.

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 five agencies designated in the International Admissions section.

Freshman Freshman Admission Procedure

First-time freshmen applicants are students who have not been enrolled in any college-level institution except while still in high school. To apply for admission, the following items are required:

- Apply Texas application (www.applytexas.org)
- Application fee of \$15 or an applicable waiver
- Official high school transcript that reflects completion of course work through the end of the junior year (6 semester transcript)
- Official test scores from SAT or ACT

The application for admission and required supporting documentation (i.e. test scores and transcripts) must be submitted to the Office of Admissions by the following deadlines to ensure the application is processed prior to the beginning of the semester:

Deadline	Date
Fall Priority	January 15
Fall Final Deadline	June 30
Spring Priority	October 1
Spring Final Deadline	December 1
Summer Priority	April 1
Summer Final Deadline	April 30

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.

Applicants must request an official transcript indicating grades at least through the applicant's junior year. The transcript should include: current class rank, GPA, diploma program, and completed, or if necessary, in progress coursework that will be completed through the senior year. Any student who has graduated from high school at the time of application submission must provide an official final high school transcript which includes: date of graduation, final class rank, GPA, diploma program, and final grades from all courses taken. To be considered official, transcripts should have: an original signature of a school official and/or the school seal, must be printed within a year of the submission date, must be received directly from the sending institution, or hand-delivered in a sealed envelope from the sending institution. Additionally, the Office of Admissions accepts electronic documents as official when sent via a secure electronic transcript service (i.e. E-scrip, National Student Clearinghouse, Parchment, Trans Networks). High school transcripts are accepted from the school's registrar or counselor through the Texas

Records Exchange (TReX). Home school transcripts must be notarized in order to be considered official. Although a six semester transcript is required to apply for admission, students that are granted admission and enroll will be required to submit a final high school transcript verifying high school graduation.

Students who do not enroll for the term in which they are admitted are required to reapply, must pay an additional application fee, may need to submit updated transcripts, and will be re-evaluated to determine admissibility.

Freshman Admission Requirements

State of Texas Uniform Admission Policy

Texas Education Code (TEC) 51.803 – 51.809 requires all first-time freshmen seeking admission at a public four-year institution in Texas to satisfy one of the following college readiness standards in order to be eligible to be considered for admission:

- Submit a transcript that indicates the student will graduate under the state's Recommended or Distinguished/Advanced High School Programs; or
- Submit a transcript that shows the student will graduate under the state's Foundation High School program.
 - *Students graduating under the Foundation program must show proof of the distinguished level of achievement to be eligible for top 25% automatic admission.
- Satisfied SAT or ACT's College Readiness Benchmarks

Out-of-State and Home Schooled Students

Out-of-state and home schooled students are exempt from the Uniform Admissions Policy.

Private High School Students in Texas

Students attending a private high school in Texas must claim an exemption to the state's high school coursework requirements by one of the following methods if their program is not indicated on their transcript:

1. Submit official SAT/ACT scores

Exam	Scores
SAT benchmark scores	480 EBRW and 530 for Math
ACT benchmark scores	18 English, 22 Reading, 22, Math, 23, Science

2. Verify coursework equal in content or rigor

Applicants who attend a private high school in Texas may be exempt if they complete coursework that is equal in content and rigor to one of the state's graduation programs. To claim an exemption under this option, students must submit an exemption form signed by an official representative. Additional information about the exemption and the exemption form can be found by visiting www.tamusa.edu/admissions (<http://www.tamusa.edu/admissions/>)

Testing

Applicants must either take the Scholastic Assessment Test (SAT) or American College Test (ACT). Students are encouraged to take the SAT or the ACT during the spring of their junior year in high school. Scores from tests taken later are acceptable if submitted by the freshman admission deadline. For the purposes of admission Texas A&M- San Antonio will consider students highest section scores across all the dates the SAT

or ACT were taken to form the highest possible composite score, also known as super scoring.

Automatic Admission

Class Rank/GPA	SAT Composite Score (Old/New)	ACT Composite Score
Top 25%	SAT score is not required for admission*	ACT score is not required for admission*
GPA>=3.25	SAT score is not required for admission*	ACT score is not required for admission*
No Minimum	1020/1100 or higher	22 or higher
3.0	900/980	19
2.5	940/1020	20
2.0	980/1060	21

*Students in the Top 25% of their class and/or with a 3.25 or higher GPA (on 4.0 scale) do not need to submit test scores for automatic admissions. It is highly recommended that students submit SAT/ACT scores if available to review for TSI exemptions.

Admission Committee Review

Applicants who do not meet automatic admission requirements may still be considered for admission under the Admission Committee Review process. The Undergraduate Admission Committee will review an applicant's high school class rank, standardized test scores, and high school coursework. The committee will also consider other factors, such as:

- Participation in extracurricular activities
- Leadership experience
- Community service
- Talents and awards
- Employment and internships
- Summer activities
- Experience surmounting obstacles to pursue higher education

Although a personal statement essay, resume, and letters of recommendation are not required for regular admission, students who do not meet regular or automatic admission requirements may be required to submit these supplemental materials for the admission committee to review. These items may be submitted to the Office of Admissions by email at admissions@tamusa.edu or by mail:

Office of Admissions
Texas A&M University-San Antonio
One University Way
San Antonio, TX 78224

Students admitted under committee review may be subject to specific enrollment conditions established by the Undergraduate Admission Committee based on the applicant's individual circumstances and academic record.

Admission to the University does not guarantee admission to a particular college or academic program. For more information related to degree requirements, applicants are encouraged to speak to their Academic Advisor at New Student Orientation.

Admission Denial

Applicants who are denied admission based on not meeting freshman admission requirements have the right to appeal the decision. Appeals are evaluated on a case-by-case basis and will not be accepted after June 30 (fall term), December 1 (spring term) or April 30 (summer terms). Submission of an appeal does not guarantee a change in the admission decision. Applicants who have extenuating circumstances or those that have improved academic credentials may submit an appeal. In order to be considered for an Admissions Decision Appeal, applicants are required to submit the following documents to the Office of Admissions:

1. Admissions Decision Appeal Form
2. A personal statement addressing the reason for the appeal and a plan for success at A&M-San Antonio and
3. Updated academic credential information (official high school transcript; test scores).

The Admissions Decision Appeal Form can be found on the Admissions Forms website (<https://www.tamusa.edu/admissions/admissions-forms.html>).

ACT Residual Testing

Texas A&M University-San Antonio (A&M-SA) offers alternative admission testing for applicants who have applied to the university and who were unable to take the SAT or ACT on a nationally scheduled test date. The ACT Residual scores are only valid at the institution where the applicant takes the test. Therefore, the exam is only available to applicants who have applied to A&M-SA. No student reports or high school report will be generated and no additional score reports may be ordered from A&M-SA or ACT to send to another institution. Students may not repeat Residual testing until 60 days have passed since their previous testing, but they may take the national ACT immediately. If the 60-day limit is violated, the retest scores will be cancelled automatically without refund. Residual testing can only be used for admission purposes at A&M-SA, the ACT residual exam is not accepted for NCAA initial eligibility, cannot be used for TSI exemptions, and cannot be used when applying for scholarships.

Registration for ACT Residual Testing

Registration information and test fees are collected by the university. Students must schedule their appointment with the Testing Center and pay a non-refundable fee. Once scheduled, the Testing Center will work with the Office of Admissions to verify student's eligibility. ACT permits examinees to use a calculator on the Mathematics test but not on any other tests. Use of a calculator is optional. All problems can be solved without a calculator. Any four-function, nonscientific, or graphing calculator may be used, unless it is specifically prohibited by ACT. Please visit <http://www.actstudent.org/> to see if your calculator will be allowed prior to the test day.

Preparation

Students can take practice tests on the ACT website at <http://www.actstudent.org/>.

Test Day

On the day of the test, you should report to the building and room listed when you registered for the exam. You must bring a current photo-id (issued by a school, employer, or city/state/federal government agency). The test is comprised of four sections, English, Math, Reading, and Science. Actual test time is 2 hours and 55 minutes. Candidates should

allot for 4 hours for the exam, this includes the check-in process, the reading of test instructions, and a break.

TEST SCORES

Students will not receive a copy of their test score, rather test scores will be forwarded to the Office of Admissions for review of admissibility. Students will receive notification by mail and e-mail regarding the admission decision post-test. Students may view their score through their student portal on the admissions checklist.

Transfer Transfer Admission

Transfer applicants have graduated from high school and matriculated into a college/university. Developmental courses and vocational/technical courses are not considered academic and will not be transferable.

Transfer Admission Deadlines

To ensure full consideration, the completed ApplyTexas application (for U.S. Transfer Admission) and all required documents and supporting material must be on file in the Office of Admissions by the following dates:

Deadline	Date
Fall Priority	March 15
Fall Final Deadline	July 15
Spring Priority	November 1
Spring Final Deadline	December 1
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.

Freshmen Transfer

Freshmen transfer students with 29 semester credit hours or less (not including developmental courses) must meet the following admission criteria:

- Freshmen admissions requirements listed above
- Cumulative college transfer grade point average (GPA) of 2.0 on a 4.0 scale
- Must be eligible to return to all previously attended colleges or universities

Application Process

- Complete the online **transfer** application for admission for Texas A&M University-San Antonio at www.applytexas.org (<http://www.applytexas.org/>).
- Pay non-refundable \$15 application fee.
- Submit your official final high school transcript with graduation date posted
- Submit your official SAT or ACT scores.

- Submit official transcripts from ALL prior universities or colleges attended. Transcripts should not be dated more than one year old from the print date on the transcript. Transcripts should be sent via mail to:

Office of Admission
Texas A&M University-San Antonio
One University Way
San Antonio, TX 78224

If previous institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to: Admissions@tamusa.edu

Applications will not be evaluated until the above criteria have been met.

Transfer Students

Transfer students with 30 or more semester credit hours (not including developmental courses) must meet the following:

- Cumulative college transfer grade point average (GPA) of 2.0 on a 4.0 scale.
- Must be eligible to return to all previously attended colleges or universities

Application Process

Complete the online **transfer** application for admission for Texas A&M University-San Antonio at www.applytexas.org (<http://www.applytexas.org/>).

Pay non-refundable \$15 application fee.

Submit official transcripts from ALL prior universities or colleges attended. Transcripts should not be dated more than one year old from the print date on the transcript. Transcripts should be sent via mail to:

Texas A&M University-San Antonio
Office of Admissions
One University Way
San Antonio, TX 78224

If previous institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to: Admissions@tamusa.edu.

Students who do not enroll for the term in which they are admitted are required to reapply, must pay an additional application fee, may need to submit updated transcripts, and will be re-evaluated to determine admissibility.

Applications will not be evaluated until all official transcripts from previous colleges and/or universities are received and application fee payment has been made.

Transfer Admission Appeal

Applicants who were denied admission based on not meeting the 2.0 GPA admission requirements have the right to appeal the admissions decision. Appeals are evaluated on a case-by-case basis and will not be accepted after the final application deadline. Submission of an appeal does not guarantee a change in the admission decision. Transfer applicants who have extenuating circumstances or those that have improved academic credentials may submit an appeal. In order to be

considered for an admissions decision appeal, applicants are required to submit the following documents to the Office of Admissions:

1. Admissions Decision Appeal Form
2. A personal statement addressing reason for appeal and plan for success at A&M- San Antonio.
3. Updated academic credential information (official college transcripts; test scores).

The Admissions Decision Appeal Form can be found on the Admissions Forms website (<https://www.tamusa.edu/admissions/admissions-forms.html>).

Readmission

Former students who have had a break in enrollment of more than one year from the university, are in good academic standing with the university, and did not attend elsewhere after leaving A&M-SA are only required to submit a **readmission** application and pay the \$15 application fee.

- Former students who have had a break in enrollment of more than one year from the university who have enrolled at another institution after leaving A&M-SA and who are in good academic standing at that institution, are required to submit a readmission application, pay the \$15 application fee, and must request official transcripts to be sent to the Office of Admissions.
- Readmission applicants in good standing must follow **transfer** application deadlines.

Readmission applications can be submitted at www.applytexas.org (<http://www.applytexas.org/>). If work from former institutions is evaluated after readmission and it is determined that the student's transfer grade point average is below 2.0, the student will be deemed ineligible to be readmitted.

Reinstated Students

Texas A&M-San Antonio students who have been academically dismissed 2 or more times or left as an Enforced Withdraw student must meet the following requirements:

- Apply online at [applytexas.org](http://www.applytexas.org).
- Pay a non-refundable application processing fee of \$15
- Submit official college transcripts from all institutions attended after leaving Texas A&M University-San Antonio
- Submit official high school transcript (if necessary)
- Submit Appeal for Undergraduate Reinstatement by petition deadline

Applications will not be evaluated until all official transcripts from previous colleges and/or Universities are received, application fee payment has been made, and the Appeal for Undergraduate Reinstatement has been submitted to the Office of Student Success.

Reinstatement Application Deadlines:

Deadline	Date
Fall deadline	June 15
Spring deadline	October 15
Summer deadline	March 15

For further information on academic standing, please refer to the Scholastic Probation and Dismissal section of the catalog.

Post Baccalaureate Post Baccalaureate Students

Applicants who have earned a bachelor's degree and now wish to pursue a second bachelor's degree. Must meet the following:

- Must have earned a bachelor's degree from a regionally accredited institution
- Cumulative college transfer grade point average (GPA) of 2.0 on a 4.0 scale.
- Must be eligible to return to all previously attended colleges or universities

Application Process

- Complete the online **transfer** application for admission for Texas A&M University-San Antonio at www.applytexas.org (<http://www.applytexas.org/>).
- Pay non-refundable \$15 application fee.
- Submit official transcripts from ALL prior universities or colleges attended. Transcripts should not be dated more than one year old from the print date on the transcript. Transcripts should be sent via mail to:

Texas A&M University-San Antonio
Office of Admissions
One University Way
San Antonio, TX 78224

If previous institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to: Admissions@tamusa.edu.

Students who do not enroll for the term in which they are admitted are required to reapply, must pay an additional application fee and will be re-evaluated to determine admissibility.

Post Baccalaureate applicants must follow **transfer** application deadlines.

Applications will not be evaluated until all official transcripts from previous colleges and/or universities are received and application fee payment has been made.

Transient Transient Students

Applicants who are not pursuing a degree at Texas A&M University-San Antonio, must meet the following criteria:

- Must be eligible to return to all previous colleges and universities

Application Process

- Complete the online **transient** application for admission for Texas A&M University-San Antonio at www.applytexas.org (<http://www.applytexas.org/>).
- Pay non-refundable \$15 application fee.

- Submit official transcript from most recent college or university attended. Transcript should not be dated more than one year old from the print date on the transcript.

Transcripts should be sent via mail to:

Texas A&M University-San Antonio
Office of Admissions
One University Way
San Antonio, TX 78224

If previous institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to: Admissions@tamusa.edu.

Students who do not enroll for the term in which they are admitted are required to reapply, must pay an additional application fee, may need to submit updated transcripts, and will be re-evaluated to determine admissibility.

Transient applicants must follow **transfer** application deadlines.

Applications will not be evaluated until the official transcript from most recent college or university attended is received and application fee payment has been made.

Transient students are admitted for one semester at a time. If continued enrollment is desired, students must reapply. Additionally, transient students are not eligible for financial assistance, must show proof of TSI compliance to register, do not have transfer coursework articulated, and may need to meet with an advisor for registration.