

Chapter 1

Bachelor's Degree Regulations



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BACHELOR'S DEGREE REGULATIONS

DEGREE REQUIREMENTS

Overall Requirements

In order to receive a bachelor's degree from UTSA, a student must meet these minimum requirements:

1. Complete a minimum of 120 semester credit hours, at least 39 of which must be upper-division level.
2. Complete the University Core Curriculum requirements outlined in this chapter.
3. Complete the major and support work requirements and the free elective requirements for the desired degree. Free electives refer to any semester credit hours accepted by UTSA in transfer or awarded by UTSA that, for degree purposes, are not applied to Core Curriculum, major, minor, or support work requirements. The only restrictions placed upon courses used as free electives are as follows:
 - a. that a specific number of free elective credits must be at the upper-division level for some degree programs
 - b. that a maximum of 6 semester credit hours of physical activities courses can be applied to the free electives allowed for any UTSA degree program
 - c. that a maximum of 9 semester credit hours of military science can be applied to the free electives allowed for any UTSA degree program.
4. Meet all requirements for a degree as put forth by the Texas State Education Code, including the following:
 - a. All students must complete 6 semester credit hours of American or Texas history.
 - b. All students must complete 6 semester credit hours of government or political science, including the Constitution of the United States and constitutions of states, with special emphasis on Texas.
5. Meet the minimum UTSA residence requirements.
6. Achieve an overall 2.0 grade point average in all work attempted at UTSA and a 2.0 grade point average in all work included in the major.
7. Be in good academic standing at UTSA.
8. Apply formally for the degree before the deadline in the Office of the Registrar.

Minimum UTSA Residence Requirements

The following minimum UTSA residence requirements are in accordance with requirements established for all institutions in The University of Texas System and are requirements for all bachelor's degrees:

1. A minimum of 25 percent of the total number of semester credit hours required for a bachelor's degree must be completed at UTSA before a degree can be conferred.
2. Twenty-four of the last 30 semester credit hours applied to the degree program must be completed in residence, with the exception that among University of Texas System components, a student may, with the approval of the appropriate dean, transfer additional coursework to the program at the degree-granting institution.
3. Of the minimum 39 upper-division semester credit hours required in all degree programs, 18 must be earned in UTSA courses.
4. At least 6 semester credit hours of upper-division coursework in the major must be completed at UTSA. Additional hours in the major sequence may be required under individual UTSA degree plans.

Core Curriculum

The Core Curriculum is the part of each student's degree program in which he or she takes courses that meet requirements common to all UTSA undergraduates. Candidates for a bachelor's degree must achieve core objectives by completing the Core Curriculum.

Transfer of Core Curriculum Courses

In accordance with the Texas Education Code, Chapter 61, Subchapter S, the UTSA Core Curriculum consists of 42 semester credit hours of coursework. If a student successfully completes the entire core curriculum at another public institution of higher education in Texas, that block of courses may be transferred to any other public institution of higher education in Texas and must be substituted for the receiving institution's core curriculum. Students will receive academic credit for each of the courses transferred and may not be required to take additional core curriculum courses at the receiving institution unless the Texas Higher Education Coordinating Board has approved a larger core curriculum at that institution.

Students who have completed a portion of the Core Curriculum at another Texas public institution of higher education may use that coursework to satisfy UTSA Core Curriculum requirements if:

- the course is designated as meeting a Core Curriculum requirement at the institution, and
- the course fits within the UTSA Core Curriculum.

For transfer purposes, the designated TCCN (Texas Common Course Numbering System) courses will be accepted in transfer in lieu of these courses.

Students should consult with an academic advisor to determine the sequence of courses in the Core Curriculum and the major.

Resolution of Transfer Disputes for Core Curriculum Courses

Public institutions of higher education must follow these procedures in the resolution of credit transfer disputes involving lower-division courses:

1. If an institution of higher education does not accept course credit earned by a student at another institution, the receiving institution will give written notice to the student and to the sending institution that the transfer of course credit is denied. At the request of the sending institution, the receiving institution will also provide written notice of the reasons it denied credit for a particular course or set of courses.
2. A student who receives notice may dispute the denial of credit by contacting a designated official at either the sending or the receiving institution.
3. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Texas Higher Education Coordinating Board rules and guidelines.
4. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the institution that denied the course credit for transfer will notify the Commissioner of Higher Education of its denial and the reasons for the denial.
5. The commissioner or the commissioner's designee will make the final determination about the transfer of course credit and give written notice of the determination to the involved student and institutions.

The Texas Higher Education Coordinating Board will collect data on the types of transfer disputes and the disposition of each case the commissioner considers.

If a receiving institution believes that a course which a student presents for transfer is not of acceptable quality, it should first contact the sending institution and try to resolve the problem. If the two institutions cannot come to a satisfactory resolution, the receiving institution may notify the Commissioner of Higher Education, who may investigate the course. If its quality is found to be unacceptable, the Texas Higher Education Coordinating Board may discontinue funding for the course.

Goals of the Core Curriculum

The Core Curriculum reflects the educational goals of the University. It is designed to enable students to assess the perspectives and accomplishments of the past and to move to the future with an informed and flexible outlook. It promotes intellectual adaptability, ethical awareness, and transfer among diverse modes of thought.

An essential aim of the Core Curriculum is to cultivate the verbal, numerical, and visual skills necessary to analyze and synthesize information, construct arguments, and identify and solve problems. Another essential aim is to foster understanding of the intellectual and cultural pluralism of modern society as it is reflected in natural science and mathematics; behavioral, cultural, and social science; and literature and artistic expression. By encouraging interdisciplinary study, the Core Curriculum seeks to develop critical awareness of the continuities and discontinuities of human thought, history, and culture, thus helping prepare students to meet the demands of change.

The University reviews Core courses for their success in promoting the goals of the Core, and it encourages students to select Core courses that will best achieve these goals. Beyond the Core, each student must fulfill the requirements of a major.

Expectations for Entering Students

The Core Curriculum is built on the assumption that the foundations of the general part of a student's education are laid in secondary school. Appropriate levels of proficiency in important subjects have been established as prerequisites for many of the courses in the Core, especially in the areas of rhetoric, mathematics, and language. Students who are unable to demonstrate proficiency may be required to take additional coursework before qualifying to take courses that meet Core Curriculum requirements. Entering students are also expected to possess proficiency in reading, knowledge of research and library tools, and a familiarity with basic computer skills. Students unable to demonstrate such proficiency and knowledge may be required to enroll in noncredit programs developed by UTSA to correct deficiencies in these areas.

Core Curriculum Component Area Requirements

COMMUNICATIONS (010) (6 semester credit hours)

To achieve the objectives of the Communications component area, students must demonstrate competent writing in English; critical proficiency in oral and graphic communication; competence in constructing valid arguments and criticizing arguments; and critical proficiency in using diverse theoretical perspectives to identify and formulate problems and draw conclusions. Students must complete the following courses, for a total of 6 semester credit hours:

English Rhetoric/Composition

WRC	1013	Freshman Composition I
WRC	1023	Freshman Composition II

MATHEMATICS (020) (3 semester credit hours)

Students must demonstrate knowledge of higher mathematics sufficient to understand the basis of mathematical reasoning. Students will typically complete this requirement in 3 semester credit hours of coursework.

Students must complete one course (3 semester credit hours) from the following or another mathematics or statistics course at an equivalent or more advanced level:

MAT	1023	College Algebra with Applications
MAT	1033	Algebra with Calculus for Business
MAT	1043	Introduction to Mathematics
MAT	1073	Algebra for Scientists and Engineers
STA	1043	Introduction to Statistical Reasoning
STA	1053	Basic Statistics

NATURAL SCIENCES (030) (6 semester credit hours)

Students must demonstrate knowledge of the methods, intellectual approaches, social significance, and history of the physical and natural sciences. Students will typically complete the requirements in 6 semester credit hours of coursework.

Students must complete two courses from the following lists. At least one course must be chosen from Level Two. Level Two science courses are more rigorous than those in Level One.

Level One

ANT	2033	Introduction to Physical Anthropology
ANT	2043	Introduction to Archaeology
BIO	1113	Biology I
CHE	1073	Basic Chemistry
ES	2013	Introduction to Environmental Systems I
GEO	1013	The Third Planet

Level Two

AST	1013	Introduction to Astronomy
AST	1033	Exploration of the Solar System
BIO	1123	Biology II
BIO	1143	Biology III
CHE	1103	General Chemistry I
CHE	1113	General Chemistry II
GEO	1103	Introduction to Earth Systems
GEO	1123	Earth History
GRG	2613	Physical Geography
PHY	1013	Universes
PHY	1603	Algebra-based Physics I
PHY	1623	Algebra-based Physics II
PHY	1903	Engineering Physics I
PHY	1923	Engineering Physics II

HUMANITIES & VISUAL AND PERFORMING ARTS (6 semester credit hours)

Students should demonstrate an understanding of the conceptual approaches and history of at least one of the arts, as a means of comprehending the aesthetic patterns that underlie human creativity; and an understanding of literary concepts and contemporary trends in interpretation, as a means of comprehending the metaphoric or analogical potential of human language.

A. *Literature, philosophy, modern or classical language/literature and cultural studies (040)* (3 semester credit hours)

Students must complete one of the following courses:

CLA	2033	Introduction to Classical Literature
CLA	2323	Classical Mythology
CSH	1103	Literary Masterpieces of Western Culture I
CSH	1113	Literary Masterpieces of Western Culture II
CSH	2313	Introduction to Literary Studies
ENG	2013	Introduction to Literature
ENG	2213	Literary Criticism and Analysis
ENG	2383	Multiethnic Literatures of the United States
ENG	2423	Literature of Texas and the Southwest
FRN	2333	French Literature in English Translation
GER	2333	German Literature in English Translation
IDS	2303	World Literature I: Through the Sixteenth Century
IDS	2313	World Literature II: Since the Sixteenth Century
ITL	2333	Italian Literature in English Translation
RUS	2333	Russian Literature in English Translation
SPN	2333	Hispanic Literature in English Translation

B. *Visual and Performing Arts (050)* (3 semester credit hours)

Students must complete one of the following courses:

AHC	1033	Masterworks in Art
AHC	1113	Survey of Art and Architecture from Prehistoric Times to 1350
AHC	1123	Survey of Art and Architecture in Europe and the New World from 1350 to 1750
AHC	1133	Survey of Modern Art
ARC	2413	History of Architecture: Antiquity through Medieval
ARC	2423	History of Architecture: Renaissance through Nineteenth Century
ART	1143	Art for Non-Art Majors
BBL	2023	Latino Cultural Expressions
MUS	2623	Fundamentals of Music for the Non-Music Major
MUS	2633	American Roots Music
MUS	2663	History and Styles of Jazz
MUS	2673	History and Styles of Rock
MUS	2683	Masterpieces of Music

SOCIAL AND BEHAVIORAL SCIENCES (18 semester credit hours)

Students must demonstrate critical understanding of the political and economic dimensions of social life; knowledge of U.S. history sufficient for understanding current developments in American society within a historical context; substantial knowledge of social, racial, cultural, and gender diversity in the United States and Texas; and knowledge of the history, theory, methods, and intellectual approaches of the social and behavioral sciences, including similarities and differences with respect to one another and to other modes of understanding.

Students typically fulfill the requirements in 18 semester credit hours of coursework.

A. *United States History and Diversity (060)* (6 semester credit hours)

Each student must complete two of the following courses for a total of 6 semester credit hours. In meeting this requirement, students fulfill the statutory requirement in United States or Texas history.

HIS	1043	United States History: Pre-Columbus to Civil War Era
HIS	1053	United States History: Civil War Era to Present
HIS	2053	Texas History

B. *Political Science (070)* (6 semester credit hours)

By taking POL 1013 and POL 1213 or POL 1013 and POL 1133 students will fulfill the statutory requirement in United States and Texas government.

POL	1013	Introduction to American Politics
POL	1133	Texas Politics and Society
POL	1213	Topics in Texas and American Politics

Note: Students who have passed the Advanced Placement (AP) examination in American Government (with a score of 3 or better) will receive 3 semester credit hours of AP credit in American government, equivalent to POL 1013, Introduction to American Politics. Students may request that this examination be used to satisfy 3 hours of the UTSA six-hour Core Curriculum requirement in Political Science after they have completed POL 1133, Texas Politics and Society.

Students who pass the College Level Examination Program (CLEP) examination in American Government will receive 3 hours of credit in American government, equivalent to POL 1013, Introduction to American Politics. Students may request that this examination be used to satisfy 3 hours of the UTSA six-hour Core Curriculum requirement in Political Science, after these students have completed POL 1133, Texas Politics and Society.

C. ***Social and Behavioral Science (080)*** (3 semester credit hours)

Students must complete one of the following courses:

AMS	2043	Approaches to American Culture
ANT	1013	Introduction to Anthropology (formerly Human Adaptation)
BBL	2003	Language, Culture, and Society
BBL	2033	Cultures of the Southwest
COR	1203	Freshman Seminar
CRJ	1113	The American Criminal Justice System
CRJ	2813	Introduction to Courts and the Legal System
GRG	1013	Fundamentals of Geography
GRG	2623	Human Geography
IDS	2113	Society and Social Issues
PSY	1013	Introduction to Psychology
SOC	1013	Introduction to the Study of Society
SOC	2013	Social Problems

D. ***Economics (081)*** (3 semester credit hours)

Students must complete one of the following courses:

ECO	2003	Introduction to Political Economy
ECO	2013	Introductory Macroeconomics
ECO	2023	Introductory Microeconomics

WORLD SOCIETY AND ISSUES (090) (3 semester credit hours)

Students should demonstrate intellectual flexibility, explore the bridges and barriers among various forms of understanding, and understand the nature and limits of different ways of knowing and different academic fields. Students should obtain a broad acquaintance with the cultures of major portions of the world (including non-Western cultures), knowledge of the contexts of international relations, and knowledge of world geography.

Students will typically fulfill the requirements by completing 3 semester credit hours of coursework from the following.

ANT	2053	Introduction to Cultural Anthropology
ANT	2063	Language, Thought, and Culture
ARC	1413	Architecture and Culture
ASL	1013	American Sign Language: Basic I
BIO	1033	Drugs and Society
COM	2343	Introduction to Mass Communication
CS	1023	Cultural Implications of the Information Society
CSH	1203	Introduction to Hispanic Cultures
CSH	1213	Topics in World Cultures
CSH	2113	The Foreign Film
FRN	2013	Intermediate French I
FRN	2023	Intermediate French II
GER	2013	Intermediate German I
GER	2023	Intermediate German II
GRG	1023	World Regional Geography
HIS	2533	Introduction to Latin American Civilization
HIS	2543	Introduction to Islamic Civilization
HIS	2553	Introduction to East Asian Civilization

HIS	2573	Introduction to African Civilization
HIS	2583	Introduction to South Asian Civilization
HUM	2093	World Religions
IDS	2203	World Civilization to the Fifteenth Century
IDS	2213	World Civilization since the Fifteenth Century
ITL	1014	Elementary Italian I
JPN	1014	Elementary Japanese I
LAT	2113	Intermediate Latin I
LAT	2123	Intermediate Latin II
MUS	2693	The Music of Latin America
PHI	2123	Moral Issues in Contemporary America
RUS	1014	Elementary Russian I
SPN	2003	Spanish for Elementary Education
SPN	2013	Intermediate Spanish I
SPN	2023	Intermediate Spanish II
SPN	2513	Spanish for Special Purposes
SPN	2523	Hispanic Culture and Communication
WGS	2013	Introduction to Women and Gender Studies

Catalog of Graduation

Students have seven years from their term of original registration to complete a degree program under the catalog in effect when they initially registered. A student may choose a subsequent catalog under which to complete graduation requirements, providing the student completed at least one course during a semester in which the selected catalog was in effect with a letter grade other than “W,” “NR,” or “F.” The student must complete all degree requirements under the subsequent catalog. Choosing a new catalog begins a new seven-year time limit. Students who graduate under one catalog and begin a second degree must begin the new degree under the catalog in effect at that time. A student must have an approved catalog at the time an application for graduation is filed.

Multiple Degrees

Pursuing One Degree Covering More Than One Major

A student completing one type of baccalaureate degree at UTSA (i.e., Bachelor of Arts, Bachelor of Science) may elect to concurrently complete other majors of that type. In such cases, only one bachelor's degree, which includes all majors, is awarded.

If a student wishes to pursue more than one major, all requirements for a single degree and major, plus the additional requirements for the other major(s), must be completed. It is unlikely that a student fulfilling more than one major can complete all requirements within the same number of semester credit hours required for a single major.

Pursuing Two Degrees Concurrently

Students pursuing degrees of different types (i.e., a Bachelor of Arts and a Bachelor of Science) at the same time must satisfy the specific catalog requirements for each degree. Courses common to both degree programs (such as Core Curriculum requirements) may be counted toward the requirements for each degree. Additional courses required in one degree program may be used as free or directed electives in the other degree program.

Pursuing Additional Degrees after Graduation

A student holding a baccalaureate degree from UTSA or another accredited institution may receive an additional bachelor's degree from UTSA as long as it is in a different major, regardless of the concentration. Such a student continues to be classified as an undergraduate and must:

1. complete a minimum of 30 semester credit hours of UTSA courses (of which at least 12 hours must be at the upper-division level in the major field) for each baccalaureate degree sought beyond the first
2. complete all requirements for the additional major(s), as set forth in this catalog
3. complete all requirements for the additional degree(s), including grade-point-average requirements, Core Curriculum requirements, support courses, elective courses, and upper-division courses, as set forth in this catalog
4. complete requirements under the catalog in effect at the time of beginning the second degree.

MINORS

UTSA offers formal minors in a variety of disciplines and in several interdisciplinary fields. To receive a minor, students must complete at least 18 semester credit hours, including 6 hours at the upper-division level at UTSA, and must achieve a grade point average of at least 2.0 (on a 4.0 scale) on all work used to satisfy the requirements of a minor. Additional semester credit hours in the minor sequence may be required under individual UTSA degree plans. Students who declare minors must graduate under a catalog that includes minors and must meet any additional requirements listed in that catalog. All requirements for the minor must be met at graduation; a minor cannot be added to a student's degree program once he or she graduates. Declaration of a minor is voluntary. To declare a minor, a student must file a Change of Major or Degree Information form through the College Advising Center of the desired minor. Students may not formally minor in more than two fields. Descriptions of minor requirements are included in chapters 2-8 of this catalog.

TRANSFERRING COURSES

To prevent unnecessary loss of time and credit, prospective transfer students are encouraged to research as early as possible UTSA's admission policies and degree requirements in their areas of interest. Questions regarding the transferability of courses should be addressed to the Office of Admissions.

Students attending community colleges should also note the core curricula designed and adopted by the Texas Higher Education Coordinating Board to simplify the transfer of credit. Copies of these core curricula are available through most community college counselors.

Evaluation Procedures

An official evaluation of transfer credit is completed for degree-seeking applicants at the time of admission. This evaluation shows the equivalency of courses completed elsewhere to courses at UTSA and indicates their applicability to the UTSA Core Curriculum. Students may access their evaluations on *ASAP* (Automated Student Access Program).

The Texas Higher Education Coordinating Board has approved core curricula in the following areas: arts and sciences (including mathematics and natural sciences), business administration, engineering, art, and criminal justice. Although the courses in these core curricula at various institutions may not be precisely equivalent to courses in the *UTSA Undergraduate Catalog*, students who have successfully completed the core curricula at other institutions are given full credit toward the appropriate degree at UTSA.

Students who do not receive transfer credit for specific courses should review the policies for credit by examination or contact the Office of Admissions. Grades earned at other institutions are not averaged with grades earned at UTSA to determine a student's grade point average.

Resolution of Transfer of Credit Disputes

The Texas Higher Education Coordinating Board has established the following procedure for Texas public colleges and universities to follow in resolving transfer of credit disputes for lower-division courses. (The individual courses covered by this procedure are defined by the Coordinating Board's guides: "Transfer of Credit Policies and Curricula" and "Common Course Numbering System Guide.")

If a transfer course covered by the Coordinating Board policy is not accepted in transfer to UTSA, the student should contact the Office of Admissions for further explanation. The Office of Admissions, the student, and the sending institution will attempt to resolve the transfer of course credit in accordance with Coordinating Board rules.

If the transfer credit question is not resolved satisfactorily in the opinion of the student or the sending institution within 45 days of notification, the Office of Admissions states the reasons for the course denial to the Commissioner of Higher Education. The commissioner or a designee then provides a final written decision about the transfer course(s) in question to UTSA, the student, and the sending institution.

Course Types and Acceptability

Undergraduate college credits completed at other U.S. institutions are evaluated for transfer to UTSA by the Office of Admissions on the basis of UTSA equivalency tables and according to the guidelines in this section. Generally, all work transferred must be from a college or university accredited by a regional accrediting association (see section below for information about credit from a nonaccredited institution).

Credits completed at institutions outside the United States must be evaluated on an individual basis, at the student's expense, by the foreign credentials evaluation service designated by the Office of Admissions. Transfer credit from foreign institutions is accepted by UTSA on the basis of this evaluation.

Generally Accepted

Courses from an Accredited College or University. Any academic course from an accredited college or university in which a passing grade has been earned is accepted for transfer credit if it meets all other criteria in this section. Only those hours that apply toward a specific baccalaureate degree program count toward minimum degree requirements.

The applicability of particular courses completed at other institutions toward specific course requirements for a bachelor's degree at UTSA depends upon equivalency of such courses offered by UTSA. Other academic courses are transferred as electives; credit for these courses counts toward minimum degree requirements only if they satisfy requirements of the student's degree program. Credit is not given for duplication or repetition of courses.

All course requirements at UTSA designated as upper-division may be transferred to UTSA only from senior-level institutions. For credit to be transferred as an upper-division course, the institution where credit was earned must be an accredited senior-level institution, and the course must be described in the institution's catalog as being upper-division.

If the equivalent of a *required* upper-division UTSA course is completed at an accredited institution as a lower-division course, the course need not be repeated, but another upper-division course, approved by the student's advisor, must be completed at UTSA in substitution.

Credit by Examination. Credit by examination awarded at another accredited college or university transfers if the institution equates the results of the examination to a specific course, the course is transferable, and it appears on the institution's official transcript. Such credit is subject to all other transfer provisions, including the 66-semester-credit-hour transfer limitation from community colleges.

Accepted on a Limited Basis

Physical Activities Courses. Credits earned for physical activities courses can be transferred as free elective credit up to a maximum of 6 semester credit hours.

Extension or Correspondence Courses. Credit earned by extension or correspondence through accredited colleges and universities for college-level academic courses is evaluated and accepted for transfer if the course is equivalent to UTSA courses and acceptable to the student's degree program and if all other transfer provisions in this section are met. However, the maximum credit accepted through a combination of extension and correspondence courses is 30 semester credit hours.

(18-semester-credit-hour maximum by correspondence). No more than 6 semester credit hours of correspondence credit may be applied to the major.

Students currently enrolled at UTSA are not typically permitted to take correspondence or extension courses and transfer the credit to UTSA. Exceptions to this rule must be approved by the student's advisor and Dean, and such courses can be taken only in the event that the student is about to graduate and cannot obtain the course in residence.

Community College Courses. Transfer credit for community college work may not exceed 66 semester credit hours. Students who have completed more than 66 acceptable semester credit hours may apply specific completed, transferable courses to specific course requirements to avoid having to repeat the courses. The semester credit hours for additional courses may not be applied toward the minimum semester credit hour requirements for a baccalaureate degree.

No upper-division credit may be earned at a community college.

Military Service Training School Courses. As a Serviceman's Opportunity College (SOC) institution, UTSA awards credit on a limited basis for military coursework. In order for credit to be awarded, a student submits to UTSA an official Army/American Council on Education Registry Transcript System (AARTS) or an official Sailor/Marine/Ace Registry Transcript (SMART) listing all military coursework completed. The Office of Admissions evaluates the transcript and determines the transferability of coursework. Credit is awarded for military coursework that is deemed parallel to academic coursework. Credit is not awarded for military experience based upon a Military Occupational Specialty (MOS) or for coursework that is solely technical in nature. Awarding of credit for military coursework does not guarantee its applicability to a degree at UTSA. A student who has taken military courses that do not transfer may challenge by examination those UTSA courses that appear equivalent to those already completed (see Challenging a UTSA Course in "General Academic Regulations" of the *UTSA Information* bulletin).

Credit for R.O.T.C. or military science, when awarded by another accredited college or university, is accepted by UTSA as free elective credit within the limitations of the student's degree program (for a maximum of 9 semester credit hours). See individual degree requirements and the R.O.T.C. program requirements in this catalog for limits on military science courses as free electives.

Courses from an Institution Undergoing Accreditation or a Nonaccredited Institution. Credits earned in colleges and universities that are candidates for accreditation may be considered for transfer to UTSA on an individual basis and as applicable to the student's degree program. Any such credit accepted in transfer must be validated by 30 semester credit hours of coursework in residence at UTSA, with a grade point average of 2.0 or higher in that work.

UTSA reserves the right to refuse recognition of credit from a college or university that is a candidate for accreditation or from a nonaccredited institution.

Not Accepted*

Developmental Education, Orientation, Life Experience, High School Level, Below-Algebra Mathematics, or Vocational-Technical Courses. Credits for developmental education, orientation, life experience, high school level, mathematics below the college algebra level, or vocational-technical courses are not acceptable for transfer credit. Where vocational-technical courses support a student's degree program, the student may make a written request to the Dean of the college to approve those courses as free elective credit. No transfer credit is granted for the General Educational Development (GED) test.

*Exception – Vocational-Technical Credits earned as part of an Applied Associates of Sciences degree from a regionally accredited school are accepted only for the Bachelor of Applied Arts and Sciences Degree program.

ENROLLMENT IN GRADUATE COURSES

For Undergraduate Credit

An undergraduate student with a cumulative grade point average of 3.0 or higher may enroll in graduate courses and apply the credits earned to an undergraduate degree after obtaining approval from the student's advisor, the instructor, the Graduate Advisor of Record, and the Dean of the college in which the course is offered. Approval forms are available in the deans' offices and the Enrollment Services Center. All approvals must be obtained and the form filed by the time of registration. Students are encouraged to begin collecting the appropriate authorizations before the start of the registration period.

For Graduate Credit

An undergraduate student with a cumulative grade point average of 3.0 or higher and lacking no more than 12 semester credit hours for graduation may enroll in a graduate course and earn graduate credit under the following conditions:

1. All hours required for the student's undergraduate degree must be completed in the term in which the graduate course is being taken.
2. In order to earn graduate credit, the student must graduate at the end of the semester in which the course(s) are taken; otherwise, the course(s) count as undergraduate credit.
3. If graduate credit is earned, the semester credit hours are not considered part of the baccalaureate degree program.
4. The student must obtain permission from the student's advisor and the Dean of the college in which the course(s) to be taken is offered. Approval forms are available in the deans' offices and the Enrollment Services Center. The form must be filed by the time of registration. Students are encouraged to begin seeking appropriate authorizations before the registration period.

An undergraduate student with a cumulative grade point average of 3.0 or higher and lacking no more than 30 semester credit hours for graduation may enroll in a graduate course and earn graduate credit under the following conditions:

1. The student is in good academic standing in an accelerated bachelor/master's degree program or is in good academic standing in the Honors College.
2. If graduate credit is earned, the semester credit hours are not considered part of the baccalaureate degree program.
3. The student must obtain permission from the student's advisor, the instructor, the Graduate Advisor of Record, and the Dean of the college in which the course(s) to be taken is offered. Approval forms are available in the deans' offices and the Enrollment Services Center. The form must be filed by the time of registration. Students are encouraged to begin seeking appropriate authorizations before the registration period.

GRADUATION

Applying for the Degree

It is the student's responsibility to apply officially for his or her degree and submit an application for graduation online through the Automated Student Access Program (*ASAP*). See *UTSA Information*, General Academic Regulations, for application instructions and deadlines.

Students who apply for the degree in a given semester but do not fulfill all the requirements must file a new degree application on or before the appropriate deadlines for the next semester in which they intend to graduate.

If all University-wide and degree program requirements have been satisfied, an undergraduate student is not required to be registered for classes during the semester in which they apply for graduation.

Degree Verification

The College Advising Center in which the student is enrolled is responsible for auditing the student's degree plan to see that uniform requirements for each degree are met.

Once a student has filed for graduation, the Advising Center completes a preliminary audit prior to the end of the graduation semester. A final verification occurs once all grades are posted for the graduation semester. The college dean then authorizes the certification for graduation. At the completion of this process, diplomas are printed and mailed to eligible graduates within 45 days of commencement ceremonies.

Graduation with University Honors

See the current issue of *UTSA Information* for Graduation with University Honors criteria.

Commencement Ceremonies

Degrees are conferred at the end of each Fall, Spring, and Summer Semester. Commencement ceremonies are held in May and December, at the end of the Spring and Fall Semesters. Students who graduate at the end of the Summer Semester may participate in commencement ceremonies of the prior Spring Semester or the following Fall Semester. Information on the procedures to be followed is available in the Office of the Registrar or on the Registrar's Web page at www.utsa.edu/registrar.

PREPROFESSIONAL COURSES OF STUDY IN LAW, BUSINESS, OR MEDICINE

Students interested in legal, medical, dental, or nursing careers are encouraged to select undergraduate courses of study that comply with the specific program requirements of professional schools. Students planning to apply to graduate professional programs should consult UTSA faculty with experience in and knowledge of those professional fields.

As a general guide, minimum requirements are set forth below. However, satisfactory completion of these minimums does not guarantee admission to any professional school or program. Specific professional schools may have more specialized requirements, and the selection process for admission to professional schools is highly competitive.

Preparation for Law School

Students interested in preparing for and gaining admission to law school should contact the UTSA Institute for Law and Public Affairs or one of UTSA's pre-law faculty advisors, a list of which can be obtained by contacting Career Services. Most law schools do not recommend that pre-law students major in or concentrate on any particular area or discipline, although they do recommend that students acquire and develop certain skills as undergraduates, including strong analytical and writing skills. Most law schools encourage a broad, diverse, liberal undergraduate education as preferable to one that is narrowly specialized or vocational. Student programs of study that approach subjects on a theoretical level, rather than concentrating exclusively on practical aspects, are often considered good preparatory training for law school. It is also advisable, however, for students to take some law-oriented courses at the undergraduate level to assess for themselves, their aptitude for legal studies and potential for success in law school.

To discover what a particular law school recommends, students should review that school's catalog or Web site. Students will find a wealth of information on law school admissions and preparation at the Law School Admission Council's Web site: <http://www.lsac.org> and in materials maintained by the UTSA Institute for Law and Public Affairs. The Institute offers a minor in Legal Studies and an intensive Summer Law School Preparation academy that pre-law students may consider. Students who wish to discuss pre-law curriculum or their law school plans should contact the Institute or one of UTSA's pre-law faculty advisors.

Preparation for Graduate Study in Business

Nonbusiness majors who are interested in pursuing a Master of Business Administration (M.B.A.) degree are encouraged to use the electives in their degree program to complete the requirements for an outside field of business. Completion of this outside field may offer students the opportunity of gaining direct admission to many M.B.A. programs.

Preparation for Health Professions Programs

The University Health Professions Office (UHPO) provides advising and support to students interested in pursuing careers in the health professions. This includes academic preparation at the undergraduate level, as well as information about health careers, application procedures, and entrance exams. UTSA offers courses that fulfill entrance requirements in most health professions fields, including Medicine and Dentistry, Nursing, Occupational Therapy, Physical Therapy, Physician Assistant, Pharmacy, Veterinary Medicine, Podiatry, Chiropractic, and Optometry. Admission to professional schools is highly competitive and involves a separate application process. Admission to UTSA **does not** guarantee admission into health professions programs at The University of Texas Health Science Center at San Antonio (UTHSCSA).

Students are encouraged to seek advice and consult with the UHPO advising staff early in their college career. The UHPO is located at the 1604 Campus (Multidisciplinary Studies Building, Room 3.02.10). Advising is also available at the Downtown Campus on selected days and times throughout the academic year. For more information about the UHPO, including appointment schedule, call (210)458-5185, or visit the Web site at www.utsa.edu/advise/healthprofessions.html.

Medical and Dental Schools. In general, medical and dental school admission committees do not state a preference about an undergraduate major field, leaving the student free to choose a degree program suited to the student's special abilities and interests. The vast majority of entrants have completed four years of college with a baccalaureate degree. In

exceptional cases, students with outstanding records and a high degree of maturity are admitted to medical or dental school after completing 90 semester credit hours.

Admission requirements for Texas medical and dental schools are representative of admission requirements for most American medical schools. These requirements typically include one year of college English; two years of biology as required for college science majors (one year must include laboratory work); one year of physics as required for college science majors, including laboratory; one year of general chemistry and one year of organic chemistry as required for college science majors, including the corresponding laboratories; and one semester of college calculus (not required for dental school).

Applicants to medical school or dental school must take either the Medical College Admission Test (MCAT) or the Dental Admission Test (DAT). It is advantageous to take these exams during the spring administration: April for the MCAT and April–June for the DAT. The application cycle for both medical and dental schools begins in May for admission in August of the following year.

Applications for all Texas medical and dental schools, with the exception of Baylor College of Medicine, are processed by the Texas Medical and Dental Schools Application Service (TMDAS), 702 Colorado Street, Suite 6.400, Austin, Texas 78701 (www.utsystem.edu/tmdsas). Application services for other health professions schools as well as out-of-state medical and dental schools are: Osteopathic Medicine – American Association of Colleges of Osteopathic Medicine Application Services (AACOMAS); Podiatric Medicine – American Association of Podiatric Medicine Application Service American Association of Colleges of Podiatric Medicine (AACPMAS); Dentistry – Associated American Dental Schools Application Service (AADSAS); and Allopathic Medicine – American Medical College Application Service (AMCAS), which includes Baylor College of Medicine.

Nursing School. Admission requirements for The University of Texas Schools of Nursing are representative of admission requirements for most other American nursing schools. A minimum of 62 semester credit hours is required, including 6 semester credit hours of college English, 9 hours of behavioral sciences, 6 hours of history and government, 3 hours of college mathematics, 3 hours of statistics, 3 hours of humanities, 3 hours of visual and performing arts, and 23 hours of natural sciences which must include chemistry, anatomy, physiology, microbiology, and nutrition. Students interested in nursing must seek information about these prerequisites on a regular basis because they are subject to change.

Additional information and advisement may be obtained at the UHPO.

Early Admissions Programs

3-4 Dental Early Admission Program (DEAP). This is a joint program between The University of Texas at San Antonio and The University of Texas Health Science Center at San Antonio Dental School. This program offers students with an interest in dentistry the opportunity to receive early conditional acceptance to the dental school and to receive both a Bachelor of Science degree in Biology at UTSA and a Doctor of Dental Surgery degree at UTHSCSA within seven years. Applicants must have completed fewer than 30 semester credit hours of coursework to qualify for the program. A list of the requirements for acceptance into the program and for its completion, as well as application forms and procedures, are available in the UHPO.

Joint Admission Medical Program (JAMP). The Joint Admission Medical Program was created by the Texas Legislature (Texas Education Code, §51.821 *et seq.*) to provide services to “highly qualified, economically disadvantaged students” who want to be physicians. If selected for JAMP, a student will receive numerous benefits throughout college and into medical school: a scholarship each semester of college (beginning in the spring of the sophomore year); a stipend each summer to attend two medical school enrichment (internship) programs; and mentoring throughout college and into medical school; admission into one of Texas’ medical schools (if all requirements are met). Students must apply by September 1 of their sophomore year by which time a student must have completed 27 hours of undergraduate credit during their freshman year and earned no less than a 3.25 grade point average. Contact the UHPO for additional information and advisement and visit the JAMP Web site at www.utsystem.edu/JAMP for additional details.