Transfer Tips for UTSA

APPLY FOR ADMISSION TO UTSA

<table>
<thead>
<tr>
<th>When you want to come to UTSA?</th>
<th>FALL</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Deadline</td>
<td>July 1</td>
<td>November 15</td>
<td>May 1</td>
</tr>
<tr>
<td>Priority Deadline</td>
<td>March 1</td>
<td>October 15</td>
<td>March 1</td>
</tr>
<tr>
<td>Best date to start the process</td>
<td>February 1</td>
<td>September 1</td>
<td>January 1</td>
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Get the process started even earlier to be sure all paperwork is received by UTSA and reviewed in a timely manner.

A deadline means there is a time limit and UTSA is very firm about its deadline date. The priority deadline means that all applications with all required documents received by this date will be processed in time for the admitted applicant to register during our priority registration, thus avoiding a potential problem of closed/full classes if registration occurs closer to the beginning of the semester.

Transfer applicants with MORE than 30 college credit hours from accredited colleges or universities must:

- Have at least a C average (2.0 GPA on a 4.0 scale) in all college hours attempted
- Pay $40 fee (waivers are not available for transfer students)
- Be eligible to return to all previous institutions attended

REMEMBER:

- Apply online and pay the application fee [https://www.applytexas.org](https://www.applytexas.org)
- Send official transcripts of all college work from all institutions attended at the time you apply.
- Once you receive a Banner Student ID# from Admissions, you can check your admission status through our BANNER ASAP (Automated Student Access Program).
- Banner ASAP access: [https://asap.utsa.edu/](https://asap.utsa.edu/)

APPLY FOR FINANCIAL AID [http://www.utsa.edu/financialaid/apply.cfm](http://www.utsa.edu/financialaid/apply.cfm)

Recommended deadline date for a Fall Semester is MARCH 31. The later you wait to apply the more difficult it is to receive aid. UTSA’s FAFSA code is 010115.

- Submit your Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) as early as January 2nd.
- Accept your award online using UTSA’s Banner ASAP.
- Complete a “Student Information Form” and submit it to the Office of Student Financial Aid or Enrollment Services Center. (The form is available in the bookcase next to the FA Office or on ASAP)
- Turn in missing documents listed on your award letter.

APPLY FOR SCHOLARSHIPS [http://www.utsa.edu/scholarships](http://www.utsa.edu/scholarships)

**UTSA General Scholarship Application**

<table>
<thead>
<tr>
<th>Deadline: February 15</th>
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<tbody>
<tr>
<td>Must also apply for admission by this date</td>
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</tbody>
</table>

APPLY FOR HOUSING [http://www.utsa.edu/students/housing/index.cfm](http://www.utsa.edu/students/housing/index.cfm)

The earlier you send in your application, the more likely you will be able to receive on campus housing! A contract nor lease can be issued until you are admitted to UTSA.

It is the student’s responsibility to complete and submit all appropriate applications and/or payments by the stated deadlines.
UTSA LINGO 101

Common Terms Used at UTSA and Their Meanings

**ASAP** – the Automated Student Access Program is on the UTSA BANNER information system web site. Students can create a personal identification number and access their grades, registration, financial obligation, account balance, and many other very useful data. Students can also perform an unofficial degree audit evaluation of their progress in the major as well as a “what if” analysis for a different major to see how their credits fit with various programs https://asap.utsa.edu/..

**FULLTIME UNDERGRADUATE STUDENT** - enrolled in at least 12 semester credit hours for a semester (fall, spring), or a summer term. A fulltime Graduate Student must take 9 semester hours, it is recommended that students take 15 hours each Fall and Spring semester.

**TERM or SEMESTER** – the way an academic year is divided for course enrollment and credit. At UTSA the year is divided into fall semester, spring semester, and summer term. We use the words term and semester interchangeably.

**SEMESTER CREDIT HOUR** – the number of hours a course is worth determined by the hours it meets in a semester.

**STUDENT CLASSIFICATION** – a system of levels determined by student’s earned credit hours used primarily for priority student registration. Undergraduate students: Freshmen 0-29, Sophomore 30 – 59, Junior 60-89, Senior 90+

**COURSE NUMBERS** – a numbering system that indicates the academic level, academic subgroup or sequence, and credit hours of the specific course.

For example, all UTSA numbers are four digits. Look at WRC 1013 as an example:

WRC 1 0 1 3

1 - The first digit is the academic level: 1-freshman (2-sophomore; 3-junior; 4-senior; 5,6,7- graduate)

01 – the sequence assigned to this course by the English faculty

3 – the number of credit hours

**DISCIPLINE** – the academic course label determined by the college or department and faculty.

For example, ENG 2013 is ENGLISH from the English department. A listing of these labels is always in the course schedule online resource for each registration period as well as the current undergraduate catalog.

**COURSE/CLASS SCHEDULE** – this online resource lists all of the courses and sections of courses offered for registration in a specific semester available on ASAP https://asap.utsa.edu/.

**UTSA INFORMATION BULLETIN** – specifically for undergraduate students, this bulletin is published annually and gives all of the policies and procedures concerning the university calendar, tuition, fees, admission, and general academic regulations.

**PREREQUISITE** – a requirement that must be completed before the desired course can be taken.

**GRADE POINTS** – points earned for each letter grade and are used to determine the grade point average (GPA). UTSA is on a 4.0 grade point system. Below are instructions on how to calculate your GPA.

1) Multiply the number of credit hours for each course by the point value of the letter grade(s) (see chart).

2) Add the number of credit hours*

3) Add the number of points earned **

4) Divide the total number of points by the total number of credit hours.

Here is an example:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Point Value</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours*</th>
<th>Grade Points</th>
<th>Points Earned**</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 2213</td>
<td>3</td>
<td>A (4.0)</td>
<td>12 (3 x 4)</td>
</tr>
<tr>
<td>HIS 1043</td>
<td>3</td>
<td>B (3.0)</td>
<td>9 (3 x 3)</td>
</tr>
<tr>
<td>GRG 1013</td>
<td>3</td>
<td>C (2.0)</td>
<td>6 (3 x 2)</td>
</tr>
<tr>
<td>SOC 1013</td>
<td>3</td>
<td>D (1.0)</td>
<td>3 (3 x 1)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>12</strong></td>
<td></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

2.5 GPA (30/12)

*It is the student’s responsibility to complete and submit all appropriate applications and/or payments by the stated deadlines.*