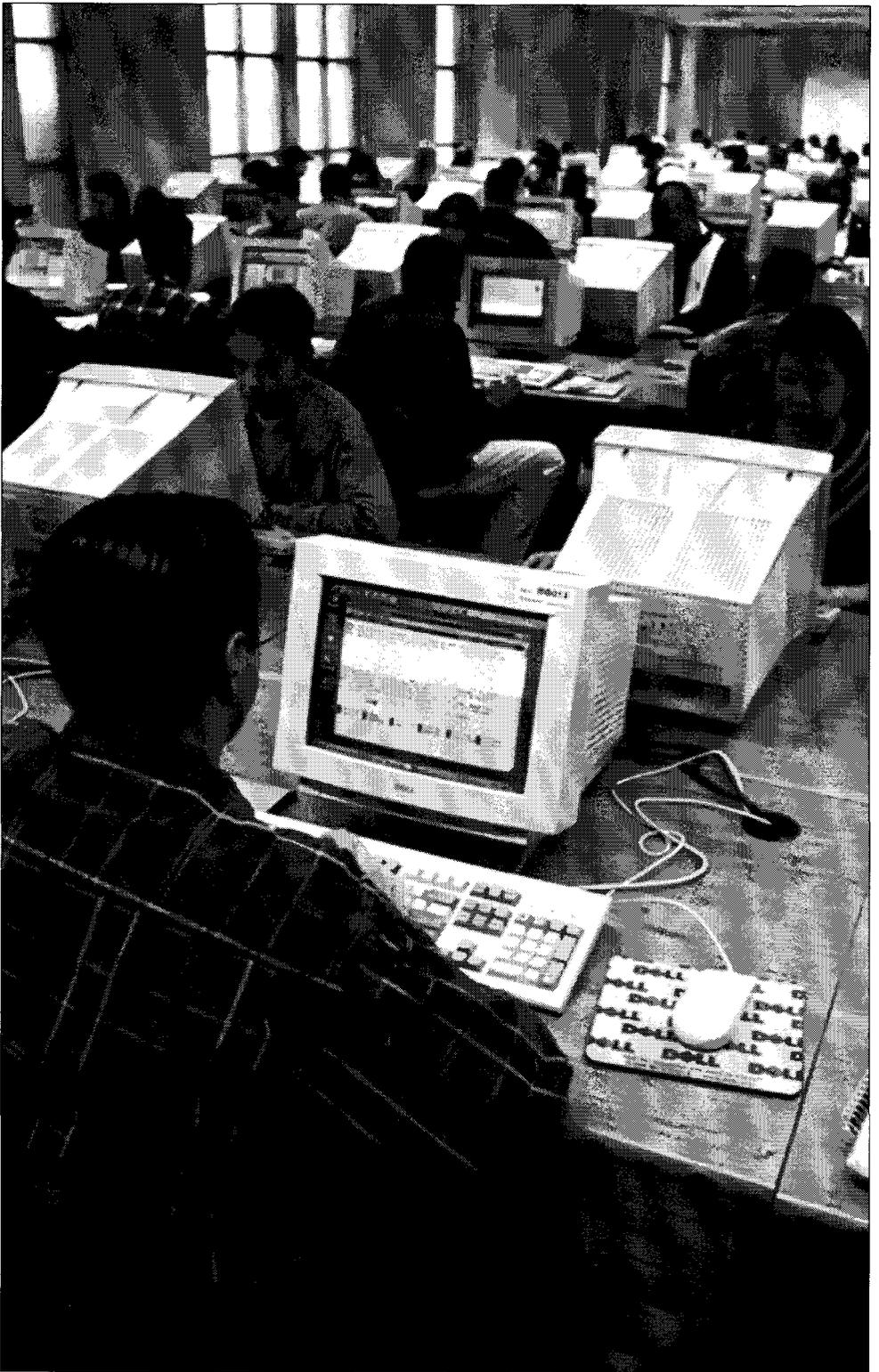


**4.**  
**ADMISSION**



# ADMISSION

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## PHILOSOPHY

Admission requirements for undergraduate study at UTSA are designed to give admitted applicants an opportunity to demonstrate that they can perform college-level work. Each admission case is reviewed individually, and exceptional circumstances should be discussed with an admissions counselor. UTSA will admit all applicants who are holders of bona fide University of Texas at San Antonio scholarships designated by the President of the University.

## CLASSIFICATIONS AND REQUIREMENTS

The criteria for the various classifications of admission are set forth in the following section.

### First-Time Freshmen

First-time freshmen are students who have never attended a college or university before their application for admission to UTSA. Basic requirements for first-time freshmen depend on the length of time between their date of graduation or General Educational Development (GED) test and their date of application. If applicants have graduated within five years of application, a minimum rank-in-class and either a Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Testing Program (ACT) score are required. If applicants graduated more than five years before application, admission is based on graduation from an accredited high school. If applicants earned a GED within five years of application, an SAT/ACT score is required. Applicants who earned a GED more than five years before application are not required to take the SAT/ACT.

High school seniors who have their SAT/ACT test scores sent to UTSA are provided admission information and, if applicable, a preprinted application for admission. Where possible, a tentative admission decision is made based on SAT/ACT scores.

### High School Graduates

#### *Applying within Five Years of Graduation*

*In-State.* This category covers applicants who have graduated from an accredited Texas high school within five years of the date of application to UTSA and who have never attended another college or university. An accredited high school is one that has been accredited by the Texas Education Agency or by an accrediting association approved by the Texas Education Agency. UTSA will also consider any student who graduates from a high school accredited by any of the regional accrediting associations similar to the Southern Association of Colleges and Schools.

The following table shows the minimum total scores required, based on high school rank-in-class and on either the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Testing Program (ACT).

High School Rank-in-Class	Minimum Total SAT Score	Minimum Total SAT Score (Recentered)	Minimum Total ACT Score (Enhanced)
Top 10%	No minimum required, but scores must be submitted	No minimum required, but scores must be submitted	No minimum required, but scores must be submitted
Top 25% (not in top 10%)	700	830R	17
Second 25%	750	870R	18
Third 25%	800	920R	19
Fourth 25%	850	970R	20
GED test	850	970R	20

Texas resident students who are in the top 10 percent of their high school graduating class at an accredited high school are admitted with no ACT or SAT minimum score requirements, but their scores must be submitted to UTSA. Students scoring 20 on the ACT, 850 on the SAT, or 970R on the Recentered SAT, contingent upon high school graduation, will be admitted. Students scoring below 20 on the ACT, 850 on the SAT, or 970R on the Recentered SAT will need to meet the requirements for rank-in-class as shown in the above chart.

Effective with the Fall 1999 semester, if a first-time freshman does not meet the admissions criteria above, the Office of Admissions and Registrar may also take into consideration the following factors to determine admission:

- first-generation college student status
- financial status of applicant's school district
- extracurricular activities
- leadership
- community activities
- work experience
- socioeconomic background
- experience surmounting obstacles to pursue higher education.

All applicants must complete a UTSA application, enclose a sixth- or seventh-semester high school transcript and \$25 nonrefundable application fee, and send it to the Office of Admissions and Registrar early in their senior year.

*Out-of-State.* An applicant who applies from out of state must graduate from a high school accredited by that state's accreditation division. That division's mission and scope must be similar to that of the Texas Education Agency. UTSA will also consider the applications of students who graduate from a high school accredited by any of the regional accrediting associations similar to the Southern Association of Colleges and Schools.

Out-of-state applicants for admission who have graduated within five years of the date of first enrollment at UTSA and who have not attended another college or

university must be in the top half of their graduating class. Minimum SAT or ACT scores must correspond to those required of in-state applicants in the first or second 25 percent of their class.

***Applying More Than Five Years after Graduation.*** Both in-state and out-of-state applicants for admission whose graduation from high school was more than five years before their application for admission and who have never attended another college or university are eligible for admission regardless of both high school rank-in-class and SAT or ACT scores. These applicants must submit a completed application, an official high school transcript, and a nonrefundable application fee to the Office of Admissions and Registrar.

### **GED Applicants**

Applicants who did not graduate from an accredited high school but who received a General Educational Development (GED) test certificate may be eligible for admission to UTSA. Along with a completed application and nonrefundable application fee, these applicants must submit official GED scores and SAT or ACT scores if applicable.

Applicants are required to have an average standard GED score of 45 or above on the five tests, with no score lower than 35 on any individual test. If the GED test was taken within five years of application, GED applicants must also furnish official SAT or ACT scores. A minimum composite score of 850 on the SAT or 20 on the ACT is required in order to be eligible for admission. Applicants who received their GED more than five years before application to UTSA are not required to submit SAT or ACT scores; admission for these students is based on satisfactory GED scores as outlined above.

### **Recommended Preparation**

UTSA expects each applicant to be prepared for academic work at the university level. High school students who plan to apply to UTSA are strongly encouraged to prepare for university study by taking courses in language skills, quantification skills, and other subjects contributing to a broad academic background (English, foreign languages, speech, social sciences, history, mathematics, sciences, and the fine arts).

The suggested nature and number of high school units (a year of study in one subject at an accredited secondary school) follow:

<b>Subject</b>	<b>Units</b>
English	4
Mathematics (algebra, geometry, trigonometry, and advanced mathematics)	3 or more
One foreign language	2 or more
Natural science	2 or more
Social science	2 or more
Fine arts	1 or more

These specific units, although not required for admission, are recommended. Students who enroll at UTSA and who have knowledge in certain subjects may be able to earn credit toward graduation through the credit by examination program outlined in chapter 5 (General Academic Regulations) of this catalog.

### **Early Admission**

Applicants for admission as first-time freshmen who are attending high school at the time of application and who meet the rank-in-class and SAT/ACT requirements during their senior year are admitted pending certification of high school graduation. Applicants for early admission who do not meet the requirements before graduation will be reconsidered for admission upon submission of final transcripts or new test scores.

### **Admission by Individual Approval**

Graduation from an accredited high school is the typical minimum requirement for admission to UTSA. However, Texas residents who have scored at least 850 on the SAT, 970 on the Recentered SAT, or 20 on the ACT but are graduates of unaccredited high schools or home school programs may be considered for admission. Each applicant is reviewed individually; exceptional circumstances should be discussed with an admissions counselor.

### **Provisional Admission**

Applicants who are Texas residents, first-time freshmen, and graduates of any accredited high school, but who do not qualify for admission because of inadequate SAT/ACT scores or high school records, may be admitted to a Spring Semester or summer term on a provisional basis.

When admitted on a provisional basis, students are given an opportunity to demonstrate that they can perform college-level work and can reasonably be expected to make progress toward a degree. Applicants must demonstrate their ability to perform at the college level by obtaining an overall "C" average (2.0 on a 4.0 scale) in 12 semester credit hours of college-level work. Upon successful completion of 12 semester credit hours of work from approved courses, students are allowed to request degree-seeking status in a subsequent semester.

***Enrollment Requirements.*** While students are expected to complete the 12-semester-credit-hour requirement in their initial semester of enrollment at UTSA, the absolute minimum initial enrollment is 6 college-level semester credit hours. If initially enrolling in a Summer Session, the student must register for both summer terms.

A student who enrolls for between 6 and 12 semester credit hours and does not earn a 2.0 grade-point average must earn at least a 1.5 grade-point average to continue as a provisional student the next term. When 12 semester credit hours are completed, the student must have attained a cumulative grade-point average of 2.0. Students not reaching a 2.0 grade-point average will be placed on academic dismissal. For consideration of reinstatement, a student must submit a transcript from other colleges or universities attended showing at least 30 semester credit hours of coursework with at least a 2.0 grade-point average.

If a student enrolls for more than 12 semester credit hours in the initial semester, all grades will be calculated in the final grade-point average during the semester in which the 12th hour is completed.

**Course Requirements.** Once a student has been admitted under the Provisional Admission Program, advisement is provided through the Tomás Rivera Center for Student Success. Students in the program must take courses selected from English, mathematics, natural sciences, social sciences, humanities, and foreign languages.

Enrollment in EDP 1702, a 2-semester-credit-hour study skills course, is recommended; however, EDP 1702 may not be counted toward the 12-semester-credit-hour requirement.

Applicants must not have previously enrolled in credit courses in any other institution of higher education. However, previous enrollment in developmental education courses is permitted. Neither previous developmental education courses nor educational development courses taken at UTSA may count toward the 12-semester-credit-hour requirement.

Until a student's provisional status is removed, courses in disciplines other than English, mathematics, natural sciences, social sciences, humanities, and foreign languages may not be taken. Students will be dropped from courses in any other disciplines.

## **Transfer Students**

Students should apply for admission as transfer students if they have previously completed any credit courses at the college level. Applicants may be currently attending another accredited college or university at the time of their application to UTSA.

Applicants for admission as transfer students must have at least a "C" (2.0 on a 4.0 scale) admission grade-point average. When calculating an admission grade-point average for transfer students, repeats and duplicates are excluded from the calculation except in cases where the course is allowed to be repeated for credit. Courses completed at another regionally accredited college or university in which grades of "D" or "F" were earned may be repeated at the same institution with the better grade counted in the admission grade-point average. In the case of a student repeating a course with a grade of "C" or better, the later attempt is considered a duplicate course and is excluded from the grade-point calculation.

Applicants who are enrolled at another regionally accredited college or university at the time of application and have at least a "C" admission grade-point average may be admitted pending receipt of final transcripts verifying the grade-point average and good standing. For applicants who are currently enrolled in another college or university and do not meet these requirements, determination of eligibility for admission may be deferred until all final transcripts are received.

Once transfer students have met all of the admissions requirements listed in the UTSA Undergraduate Catalog, they will be granted admission.

### **With Less Than 30 Semester Credit Hours**

Applicants for admission who have earned less than 30 semester credit hours from accredited colleges or universities must

1. meet the same rank-in-class (or GED) and SAT/ACT requirements as first-time freshmen
2. have at least a "C" (2.0 on a 4.0 scale) admission grade-point average
3. be in good standing at the last institution attended
4. be eligible to return (i.e., free of suspension, dismissal, or enforced withdrawal) to all previous institutions attended.

### **With 30 or More Semester Credit Hours**

Applicants for admission to UTSA who have earned 30 or more semester credit hours from accredited colleges or universities must

1. have at least a "C" (2.0 on a 4.0 scale) admission grade-point average
2. be in good standing at the last institution attended
3. be eligible to return (e.g., free of suspension, dismissal, or enforced withdrawal) to all previous institutions attended.

### **Declaration of Previous College Work Attempted**

Students are not at liberty to disregard previous college work attempted. All students transferring to UTSA *must* list *all* colleges attended on their UTSA application for admission. Failure to do so results in the rejection of the application, withdrawal of any offer of acceptance, cancellation of enrollment, permanent dismissal from UTSA, or other appropriate disciplinary action.

### **2+2 Program**

This program is designed to help students attending certain community colleges graduate from UTSA without losing credit in the transfer. Students must meet the general admission requirements set forth in this catalog as well as any additional specific admission requirements of the various degree programs.

UTSA has established 2+2 transfer programs with San Antonio College, Palo Alto College, St. Philips College, Southwest Texas Junior College, Del Mar College, the Victoria College, Laredo Junior College, Bee County Community College, and Austin Community College.

Students completing the first two years of a recommended plan of study that appears in the 2+2 brochures for one of the above colleges may complete the remaining years at UTSA and earn a bachelor's degree in their respective discipline from UTSA.

### **Academic Fresh Start**

Texas residents may apply for admission to UTSA under the Academic Fresh Start statute (Texas Education Code, § 51.929). Under this program, academic course credits or grades earned 10 or more years before the semester for which the student seeks enrollment are not considered for admission purposes.

Applicants seeking admission under the Academic Fresh Start statute must inform the Office of Admissions and Registrar in writing of their intent. Students admitted under this program will not receive any credit for courses taken 10 or more years before enrollment. Students with 3 or more semester credit hours awarded before the Fall 1989 semester are exempt from the Texas Academic Skills Program (TASP) regardless of any election of Academic Fresh Start.

Students who plan to pursue graduate degrees should note that if their baccalaureate degree was earned under the Academic Fresh Start statute, only the grade-point average of the coursework that applied to the baccalaureate degree as stated under the Academic

Fresh Start restrictions will be evaluated. However, other standard evaluation criteria for graduate study will apply.

## **International Students**

### **Definition**

All applications from individuals holding nonpermanent visas will be processed as International. This includes applications received from other countries as well as applications received from persons currently attending U.S. high schools, colleges, or universities.

### **International Freshmen**

All applicants for admission to UTSA as international first-time freshmen must

1. Have qualifications equivalent to those of students entering from accredited secondary schools in the United States, as determined by the Office of Admissions and Registrar.
2. Have superior grades on work done in secondary school, as determined by the Office of Admissions and Registrar.
3. Submit scores from the Test of English as a Foreign Language (TOEFL). A minimum score of 500 on the TOEFL is required. TOEFL scores may be waived for
  - a. international students from countries where English is the primary language of instruction *and* the principal language spoken in the home, or
  - b. noncitizens of the United States graduating from U.S. high schools and satisfactorily completing a minimum of two years in English (classes in English as a Second Language do not count toward this waiver requirement).
4. Participate in UTSA's English Language Assessment Program before registration if they earn a TOEFL score below 600. Based on this assessment, students requiring additional instruction in English are placed in English for International Students (EIS) courses.
5. Submit an SAT/ACT test score corresponding to rank-in-class requirements for in-state, first-time freshman applicants if they graduated from a U.S. high school. SAT or ACT scores are strongly recommended from schools abroad.
6. Submit a statement guaranteeing the student's ability to pay all expenses while at UTSA. The statement may be sent from a parent, guardian, or sponsor when endorsed by a bank or other reliable institution, or from a U.S. citizen who accepts responsibility for the student's financial needs.
7. Submit evaluation of foreign credentials. Request information regarding the designated evaluation agency from the Office of Admissions and Registrar.

8. Have all application materials (application, evaluation of foreign credentials, \$25 nonrefundable application fee, and supporting documents) on file in the Office of Admissions and Registrar by the application deadlines:

Fall Semester	June 1
Spring Semester	October 15
Summer Session	March 1

### International Transfer Students

***Transferring from Schools Outside the United States.*** International transfer students who have attended a college or university in a country *other* than the United States must

1. Have qualifications equal to those required for transfer from a college or university in the United States.
2. Submit scores from the Test of English as a Foreign Language (TOEFL). A minimum score of 500 on the TOEFL is required. TOEFL scores may be waived for
  - a. international students from countries where English is the primary language of instruction *and* the principal language spoken in the home, or
  - b. noncitizens of the United States graduating from U.S. high schools and satisfactorily completing a minimum of two years in English (classes in English as a Second Language do not count toward this waiver requirement).
3. Participate in UTSA's English Language Assessment Program before registration if they earn a TOEFL score below 600. Based on this assessment, students requiring additional instruction in English are placed in English for International Students (EIS) courses.
4. Submit an SAT/ACT test score corresponding to rank-in-class requirements for in-state, first-time freshman applicants if they graduated from a U.S. high school. SAT or ACT scores are strongly recommended for all other international students. (International transfer students who have successfully completed one year of full-time university study do not need to submit SAT/ACT scores.)
5. Submit a statement guaranteeing the student's ability to pay all expenses while at UTSA. The statement may be sent from a parent or guardian when endorsed by a bank or other reliable institution, or from a U.S. citizen who accepts responsibility for the student's financial needs.
6. Submit evaluation of foreign credentials. Request information regarding the designated evaluation agency from the Office of Admissions and Registrar.
7. Have all application materials (application, evaluation of foreign credentials, \$25 nonrefundable application fee, and supporting documents) on file in the Office of Admissions and Registrar by the application deadlines:

Fall Semester	June 1
Spring Semester	October 15
Summer Session	March 1

***Transferring from Schools within the United States.*** International transfer students who have attended another college or university in the United States must

1. Have completed at least 30 semester credit hours with a "C" average (2.0 on a 4.0 scale) on all college work attempted.
2. Submit scores from the Test of English as a Foreign Language (TOEFL). A minimum score of 500 on the TOEFL is required. TOEFL scores are not required for

- a. international students from countries where English is the primary language of instruction *and* the principal language spoken in the home, or
  - b. students who have successfully completed 45 or more semester credit hours of transferrable college-level credit with a U.S. college or university, or
  - c. noncitizens of the United States graduating from U.S. high schools and satisfactorily completing a minimum of two years in English (classes in English as a Second Language do not count toward this waiver requirement), or
  - d. noncitizens of the United States graduating from U.S. colleges or universities with at least a bachelor's degree.
3. Participate in UTSA's English Language Assessment Program before registration if they earn a TOEFL score below 600. Based on this assessment, students requiring additional instruction in English are placed in English for International Students (EIS) courses.
  4. Submit a statement guaranteeing the student's ability to pay all expenses while at UTSA. The statement may be sent from a parent or guardian when endorsed by a bank or other reliable institution, or from a U.S. citizen who accepts responsibility for the student's financial needs.
  5. Submit evaluation of foreign credentials. Request information regarding the designated evaluation agency from the Office of Admissions and Registrar.
  6. Have all application materials (application, evaluation of foreign credentials, \$25 nonrefundable application fee, and supporting documents) on file in the Office of Admissions and Registrar by the application deadlines:

Fall Semester  
Spring Semester  
Summer Session

June 1  
October 15  
March 1

## Special Students

Special students are transfer students who enroll in courses only at the undergraduate level without pursuing a degree at UTSA. First-time freshmen and international students may not apply as special students. Because special students are not working toward a degree, they may be ineligible for financial assistance.

Applicants with less than 30 semester credit hours attempted at an accredited college or university must meet the same admission requirements as first-time freshmen, have at least a "C" average (2.0 on a 4.0 scale) on all college-level coursework, and be in good standing at the last institution attended.

Applicants who have attempted 30 or more semester credit hours must have at least a "C" average (2.0 on a 4.0 scale) on the last 30 hours attempted and be in good standing at the last accredited college or university attended. Even though admission is based on the last 30 semester credit hours attempted, students must list all colleges and universities attended on the admission application.

To verify that requirements of the Texas Academic Skills Program (TASP) have been fulfilled, all special students must provide transcripts showing satisfactorily completed courses before Fall 1989, even if the courses are not part of the last 30 semester credit hours attempted.

Special students may later be admitted as regular degree-seeking students by applying for admission and meeting the same admission requirements as those listed for transfer students. Classification changes from "special undergraduate" to "degree-seeking" must be submitted to the Office of Admissions and Registrar by the Automatic "W" Date and are effective the same semester if approved.

## High School Students

Selected high school students may be admitted under the Concurrent UTSA/High School Enrollment Program and enroll in UTSA courses while completing their high school studies. To qualify for the concurrent enrollment program, students must take either the SAT or ACT test and earn the following scores:

High School Class	Minimum Total SAT Score	Minimum Total ACT Score
Senior	1100	24
Junior	1180	26
Sophomore	1270	28

A letter of recommendation from a high school counselor or principal is required. Applicants must submit a UTSA application for admission, a letter of recommendation, an official high school transcript, SAT or ACT test scores, and a \$25 nonrefundable application fee by the application deadline. The director of University Honors Programs must approve specific course selections. Scholarships are available through the Office of University Honors Programs and are awarded solely on the basis of financial need.

## APPLICATION DATES

Students are urged to apply for admission as early as possible so that matters regarding admission can be resolved well in advance of the beginning of a semester. Students must have all application materials (application, \$25 nonrefundable application fee, and all required supporting documents) on file in the Office of Admissions and Registrar by the application deadlines:

Fall Semester	July 1
Spring Semester	December 1
Summer Session	May 1

Failure to meet these application deadlines will defer admission until a subsequent semester. Students' files completed by the following priority application deadlines will be guaranteed registration accessibility before the close of Priority Telephone Registration:

Fall Semester	June 1
Spring Semester	November 1
Summer Session	April 1

## **ADMISSION PROCEDURES**

Each applicant for admission is responsible for ensuring that all required application materials (completed application form, \$25 nonrefundable application fee, test results, required transcripts, etc.) are on file in the Office of Admissions and Registrar by the application deadlines. Admission is not granted until the applicant's file is complete. All documents submitted in support of an application become the property of UTSA and cannot be returned.

Students who apply for admission for any term and do not register for courses must complete a Change of Term form if they want to enroll for the next semester. For subsequent semesters, students must complete a new application for admission. Any subsequent application for admission must be in accordance with current admission requirements. New transcripts, test scores, and other supporting documents may be required since files for admitted students who do not register for courses are not retained indefinitely.

The University reserves the right to decline admission to applicants with criminal convictions.

## **READMISSION**

Former UTSA students who have not been in attendance for one or more long semesters (fall or spring) must file an application for readmission, along with a \$25 nonrefundable application fee, by the application deadline.

All former students returning to UTSA who have attended other institutions of higher education since they were last enrolled at UTSA must submit an official transcript from each institution. Eligibility for readmission depends on the student's academic status at the conclusion of the last UTSA semester of enrollment and performance on any subsequent college or university work attempted.

## **ADMISSION TO SPECIAL PROGRAMS (IN ADDITION TO UTSA ADMISSION)**

### **University Honors Program**

The University Honors Program is an interdisciplinary, four-year curriculum of special classes, supervised research, and ongoing faculty advisement. The program provides superior students with the opportunity to obtain an education that challenges them to think, question, and excel. The program offers small classes with greater opportunities for student participation, increased student-faculty contact, greater individual attention, lively discussions of important issues, special interdisciplinary classes, and research opportunities. Honors students are also eligible for special scholarships, including Presidential Honors Scholarships, book awards, and Lecture Patrons Scholarships.

Program participants choose from a unique selection of interdisciplinary seminars and Core Curriculum courses while fulfilling their major requirements. Students

who fulfill all course requirements of the University Honors Program, including the completion of an Honors thesis, and who maintain a grade-point average of 3.25 or above, graduate with University Honors Program Honors. This special distinction appears on the student's transcript and is recognized at the Student Honors Convocation in the student's senior year.

Students wishing to apply for admission to the University Honors Program should contact the director of Honors Programs. Applications are reviewed and honors students are selected by the Honors Faculty Advisory Committee. Selection is based on grades, standardized test scores, letters of recommendation, and a writing sample.

Students currently enrolled at UTSA are eligible for admission if they have a grade-point average of 3.3 or above. High school students are eligible for admission if they expect to graduate in the top 10 percent of their class and have a combined SAT (recentered) score of 1000 or an ACT score of 22, *or* if they expect to graduate in the top 20 percent of their high school class and have an SAT (recentered) score of 1200 or an ACT score of 27. Although students are admitted on a continuing basis, high school students must submit their applications by February 1 to be considered for Presidential Honors Scholarships.

## **Teacher Certification Programs**

UTSA is approved by the Texas Education Agency to recommend students for teaching certificates in various baccalaureate degree areas. Students preparing for a provisional or professional teaching certificate or seeking certification endorsements should apply for admission to the certification program through the Office of Teacher Advising, Certification, and Placement in the Division of Education. Applicants may be either degree-seeking or special students.

Specific information regarding admission requirements to the Teacher Certification undergraduate, postbaccalaureate, and professional certification programs may be obtained in the Office of Teacher Advising, Certification, and Placement. As soon as they are admitted to UTSA, students are encouraged to seek advising regarding the Texas Academic Skills Program (TASP) required of all teacher candidates in Texas, the semester credit hours required for admission, grade-point average requirements, and the appropriate sequence of study.

Undergraduates seeking elementary teacher certification must complete the interdisciplinary studies degree as outlined in this catalog. Individuals seeking secondary certification should complete the bachelor's degree requirements in their academic specialization while coordinating with the Office of Teacher Advising, Certification, and Placement to fulfill certification requirements. Students wishing to add additional teaching fields and endorsements to their provisional teaching certificate or graduate students seeking professional certification must also coordinate with the office.