

UNDERGRADUATE ADMISSIONS

Applying for Admission

An undergraduate student is a student is some one who has graduated high school or earned their high school equivalency diploma and been accepted into college but have not yet earned their bachelor's degree. Students who are attempting to earn a second bachelors degree are considered a post baccalaureate student. Undergraduate students fall into the following categories: Freshman, Transfer, Visiting, Returning, Seeking 2nd Bachelors and Non-degree Seeking.

The Office of Admissions coordinates all policies and procedures for university admission. Admission to Texas A&M University -Texarkana does not discriminate in its admission policies on the basis of race, color, religion, national origin, sex, age, sexual orientation, gender identity, gender expression, genetic information, disability, veteran status and/or educationally unrelated handicaps.

Students may apply for admission to Texas A&M University -Texarkana by using the custom application located on our website (<https://www.applyweb.com/texasamu/>) or through the common application, Apply Texas (https://www.applytexas.org/adappc/gen/c_start.WBX). Students must answer all questions on the application accurately. If the university grants a student admission on the basis of incorrect information or omitted facts, which, if known, would invalidate the applicant's eligibility, that student's admission is invalid. The completed application, additional forms, official transcripts from all previous colleges and universities, and official transcripts showing high-school graduation, and supporting documents constitute the basis upon which authorities determine eligibility for admission. The Office of Admissions, provides complete admissions counseling for new students. Admissions Counselors are available to assist prospective students throughout the admissions process. Students must be admitted by the Office of Admissions before they can enroll for courses at the university.

In accordance with the Texas record-retention requirements, the Admissions office will keep an application for admission on file for one year (if the student does not enroll in classes for the term they applied for). After that date, the office will destroy the application for admission and file contents.

Application Fee

Students applying for admissions to Texas A&M University - Texarkana are required to pay a **non-refundable** application processing fee. Please allow 2-4 weeks for processing your admission application. The applicant *must* review the admissions requirements and check his or her admission status online regularly to confirm receipt of the items the admissions office requires for his or her admission file.

The application fee is:

- \$30 for U.S. applicants, and
- \$50 for International applicants

Application Cancellation

Students may cancel their application at anytime. Cancellation of an admission application must be submitted in writing. Students may email the Admissions office at admissions@tamut.edu to cancel their application or submit the "Request to Cancel Application (<https://it-if-ecmf2.ads.tamu.edu/Forms/Cancel/>)" online form.

Priority Deadlines

Prospective undergraduate students should apply as early as possible once the application for the academic year has been opened. By applying early, students take advantage of scholarship, housing, and orientation privileges.

June 1st – Fall semester
May 1st – Summer sessions
October 1st – Spring semester

****Scholarship Deadline for incoming freshman for the Fall Term is usually in December or January, students will be notified of the exact date****

Safety and Security

The Texas A&M University - Texarkana admission application contains questions regarding whether the applicant falls into one of these criteria:

- Convicted of or plead no contest to a crime that involved harassment, violence, or sexual misconduct of a criminal nature
- Been expelled, dismissed, suspended or placed on probation from any educational institution due to misconduct for non-academic reasons
- Currently under any investigation or subject to pending disciplinary action at any post-secondary institution

Prospective students who answer "yes" to these questions on the application may be required to submit additional documentation and their admissions may remain pending until this information is received and reviewed.

Notice of Admission Decisions

Admission decisions are made throughout the application period and announced as soon as possible. Students will be notified of their admission decision via an official letter mailed to the address on their application.

Texas A&M University -Texarkana reserves the right to rescind an admission decision in the event that the university obtains additional factors regarding, but not limited to, the student's academic performance and/or omission of information.

Students may contact the Office of Admissions at admissions@tamut.edu for additional information.

Admissions Appeal

Undergraduate students that do not meet our admissions standards have the opportunity to appeal their denied admission decision. **All appeals must be complete; incomplete submissions will not be processed or sent to the admissions appeal committee.**

Who can appeal: Any undergraduate student that has been denied admission to the university.

How do I appeal: The applicant must email admissions@tamut.edu requesting to appeal their admissions decision.

When should I appeal: You may appeal your admission decision immediately after we have denied you admission to the university and you have been notified of that decision. Your completed appeal must be received 15 business days before the first day of class.

What should I add to my appeal:

- Letter of appeal detailing
 - Any new academic or personal information pertaining to your appeal
 - Any extenuating circumstances (e.g. hospitalization, military service, family crisis, hardship)
 - Reason for reconsideration
 - Information that clearly shows the student to be better prepared for success at the University level.
- Any supporting documentation that substantiates your appeal (Optional)
- Letter of Recommendation (Optional)

How long will it take to learn the outcome of my appeal: Your completed appeal will be processed within 10 business days after it has been received.

Important Information:

- Documentation must show verifiable evidence supporting the justification for the appeal.
- The appeal process is limited to admission to the university only; it does not guarantee admission to a particular program of study.
- All students whose appeal is approved will be admitted on probation and will be required to sign a Learning Contract. If the student fails to achieve an institutional GPA of 2.0 or higher at the end of the first semester, the student will be placed on academic suspension for a period of one year and will be ineligible to re-enroll until such time period has lapsed.
- This is an admissions appeal ONLY and approval of an admissions appeal does not guarantee that the student will be eligible to receive financial aid. Financial aid appeals are considered separately from admissions appeals.
- Please note that for an appeal to have merit, it must bring to light new academic and personal information, as well as information pertaining to extenuating circumstances, that had not been present in the original application that clearly shows the student to be better prepared for success at the university level.

Academic Fresh Start

Under the provisions of the *Texas Education Code, section 51.931*, an undergraduate Texas resident is entitled to seek admission to public institutions of higher education through Academic Fresh Start. This provision disregards academic course credit earned 10 or more years prior to the starting date of the semester in which the applicant is admitted and elects this status.

To be admitted under the provisions of **Academic Fresh Start** you must submit the Petition to Declare Academic Fresh Start (<https://it-if-ecmf2.ads.tamu.edu/Forms/FreshStart/>), A&M-Texarkana's Application for Admission, documentation of meeting the Texas Success Initiative (TSI) requirement, and official transcripts from each college and/or university you have attended.

Academic Fresh Start provisions:

- You must be an undergraduate student (however they cannot be seeking a second bachelors)
- You must be a resident of the State of Texas at the time of admission. (NOTE: Residents of Arkansas, Louisiana, New Mexico, and Oklahoma may elect to use Academic Fresh Start at A&M-Texarkana since they pay resident tuition rates).
- All college level course work that is 10 years or older will be eliminated in calculating your grade point average and none of the credit will apply toward a degree at A&M-Texarkana.
- By opting for Academic Fresh Start, you may still claim exemption from TSI on the basis of hours you elect to ignore under Fresh Start. You will be required to document that you have satisfied the TSI requirement prior to enrolling.
- You may be required to repeat some course work in order to meet and/or comply with pre-requisite requirements for certain classes at A&M-Texarkana.

- If you transfer to another college or university, that institution may not recognize A&M-Textarkana's Academic Fresh Start policy.
- Official copies of all transcripts must be received before Academic Fresh Start can be awarded.
- Coursework ignored due to Academic Fresh Start will remain on your academic transcript but cannot be used to fulfill degree requirements or to remove any deficiencies.
- Students who elect to enter under Academic Fresh Start are not eligible for academic honors.
- Students who declare Academic Fresh Start are not eligible for graduation honors.
- Contact the Office of Admissions at admissions@tamut.edu or 903-334-6601 for additional information.

Freshmen Admissions

A student is considered a freshman if they:

- graduated high school or earned a General Equivalency Diploma (GED),
- will graduate high school or earn a GED, or
- has not attended a full term (Fall or Spring) at a postsecondary school after high school/GED completion.

Freshman are required to meet one of the following to be admitted to the university:

- Rank in top 30 percent of their graduating class
- Have a composite ACT score of 21 or better
- Have a minimum combined SAT (prior to March 2016) of 980
- Have a minimum combined SAT (March 2016 or later) of 1060
- Have a minimum cumulative high school GPA of 2.75 on a 4.0 GPA Scale

Freshman students will also be required to submit:

- Proof they have had the Bacterial Meningitis immunization within the last five years
- Official college transcripts from dual credit or concurrent enrollment courses
- Official high school transcript with graduation date
- Proof they satisfied the Texas Success Initiative

Test Optional:

- Students have the option of submitting their ACT or SAT scores but are not required to do so. ACT and SAT scores may help in determining your admission decision and/or scholarship awarding.

State of Texas Uniform Admission Policy

Texas Education Code (TEC) 51.803-51.809 (<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.51.htm>)

If you attend an out-of-state high school or are a home-schooled student, you are exempt from the Uniform Admission Policy.

Texas A & M University - Textarkana shall admit other applicants for admission as undergraduate students under section 51.805 (<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.51.htm#51801>) of the State of Texas Uniform Admission Policy.

Transfer Admissions

The university considers an applicant a transfer student if the applicant has attempted any college level credit hours at a regionally accredited institution after high school graduation or upon completion of their General Equivalency Diploma (GED). Transfer applicants must be eligible to enroll at all colleges or universities previously attended.

In order to be considered for transfer admissions, you must have:

- any post secondary transferable credit in a full term (Fall or Spring) after high school/GED completion. If a student only attends the summer term immediately following high school completion they will still be considered a freshman, and;
- 2.0 cumulative grade point average (GPA) or higher

Transcripts:

- Send us all official college transcripts
 - You must submit official transcripts from **ALL** colleges and universities attended.
 - An official transcript bears the original signature of a school official and/or an official school seal.
 - Must be received in a sealed envelope from either the issuing institution, hand delivered, and/or electronically through an approved transcript platform. **Please note that unofficial transcripts will not be accepted.**
 - Transcripts from correspondence courses and credit obtained through the College Level Examination Program (CLEP), Defense Activity for Non-Traditional Education Support (Dantes), International Baccalaureate Diploma (IBD), and Advanced Placement (AP) Exam.
- Additional Information
 - Military transcript(s)
 - If a student is or has been a member of any branch of the military, he or she has an Army/American Council on Education Registry Transcript System (AARTS), Sailor/Marine American Council on Education Registry Transcript (SMART), or Community College of the Air Force (CCAF) transcript. Some of the courses taken while serving in the military may be applicable to certain degree plans.
 - A student **cannot** disregard any part of the college record except under provisions of the Academic Fresh Start Policy. (p. 2)
 - Failure to submit all transcripts could result in administrative withdrawal from the university. Students cannot use records from one institution posted on a transcript from a second institution for admission purposes. S

Please use the physical address as the mailing address when requesting transcripts and test scores:

Texas A&M University -Texarkana
7101 University Avenue
Texarkana, TX 75503

- or -

admissions@tamut.edu (transcripts@tamut.edu)

Students **must** submit any work attempted at another college subsequent to admission to the university whether or not students earned credit. Transcripts become the property of the university, and the university **cannot** return the transcripts to the student. The university will keep the transcripts on file for one year **only** if the student does not enroll.

All regionally accredited coursework will be evaluated by our admissions office once the transcript is received.

Concurrent Enrollment

High-school students interested in taking college-level courses are considered to be concurrently enrolled and must submit an application for admission and request a transcript be sent.

Eligibility is limited to high school junior (11th grade) and/or high school senior (12th grade) students. Students must be exempt based on ACT or SAT scores to satisfy the Texas Success Initiative (TSI) requirements or must pass the appropriate sections of the TSI Assessment to enroll in courses. If the student has not satisfied TSI, the student is not eligible for enrollment with Texas A&M University -Texarkana. Students may not enroll in remediation courses as concurrently enrolled students. Permission is limited to the term indicated on the application and must be separately granted for continued enrollment prior to high school graduation.

The student must maintain at least a 2.0 cumulative grade point average at Texas A&M University -Texarkana to continue in the concurrent enrollment program. If the student is enrolled with another institution while enrolled in the concurrent enrollment program at Texas A&M University - Texarkana the student must request official final transcripts be sent to Texas A&M University Texarkana by the issuing institution(s).

The student will register for classes and pay all regular tuition and fees during the regular registration period and will be responsible for observing all university regulations.

Readmission/Returning Students

Students who have previously attended Texas A&M University - Texarkana that do not enroll for courses during one or more semesters, but who wish to return, must submit an application for admission. Students seeking readmission to the university do not have to pay the application fee.

If a student has attended any other institution while away from Texas A&M University - Texarkana, the student must provide an official transcript from each institution that the student has attended. Students will not be readmitted until it is determined that the student has satisfied the 2.0 GPA admissions requirement.

If the student is returning after a suspension or had below a 2.0 GPA when last attended, the student will be admitted on probation.

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The Texas Education Code statute 51.3062 (<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.51.htm>), Success Initiative, effective September 1, 2003, requires the university to assess the academic skills of each degree seeking undergraduate student to determine the student's readiness to enroll in freshman-level academic coursework. The fee for the completion of the assessment instrument will be paid by the student. The university will not use the assessment or the results of the assessment as a condition of admission to the institution.

It is required by the State of Texas to identify and prepare students whose basic skills in writing, reading, and/or mathematics are less than what is required to succeed in college level courses. If a student is deficient in the academic areas of reading, writing, and/or mathematics it is required that there is constant student participation in developmental education classes while attending TAMUT. All non-exempt incoming students are required to complete the mandatory Pre-Assessment Activity (PAA) and then take the TSI assessment before registering for classes.

Pre-Assessment Activity (PAA)

Before taking the TSI Assessment, students must participate in the Pre-Assessment Activity (PAA) (<https://practice.accuplacer.org/login/>). Texas A&M University-Texarkana is required to provide the Pre-Assessment Activity as well as document your participation. You will not be allowed to take the TSI Assessment until you have completed this activity. The activity includes the following:

- An explanation of the importance of the TSI Assessment
- Practice test questions and feedback
- An explanation of your developmental education options, if you do not meet the minimum passing standard; and
- Information on campus and community resources to help you succeed as a college student.

TSI Exemptions and Exceptions

The following students shall be exempt from TSI developmental education requirements:

*Students who test at or above the following standards valid **five (5) years from the date of testing**:*

ACT:

- ACT administered prior to February 15, 2023: composite score of 23 with a minimum of 19 on the English test shall be exempt for both the reading and writing sections of the TSI Assessment, and/or 19 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment;
- ACT administered on or after February 15, 2023: a combined score of 40 on the English and Reading (E+R) tests shall be exempt for both reading and writing or ELAR sections of the TSI Assessment. A score of 22 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment. There is no composite score.
- The use of scores from both the ACT administered prior to February 15, 2023, and the ACT administered after February 15, 2023, is allowable, as long as the benchmarks set forth in clause (ii) of this subparagraph are met.

SAT SCORES PRIOR TO MARCH 2016:

- SAT combined critical reading and math score: 1070
- Reading & Writing Exempt: minimum of 500 on critical reading
- Math Exempt: minimum of 500 on the math test

SAT SCORES MARCH 2016 and on:

- Reading & Writing Exempt: minimum of 480 on Evidenced-Based Reading & Writing (EBRW)
- Math Exempt: minimum 530 on the math test;

*Students who achieve the following minimum score on the Texas Assessment of Knowledge and Skills (TAKS) valid **five (5) years from date of testing**:*

- 2200 on TAKS Math and
- 2200 on TAKS English/Language Arts with a writing sub score of at least 3;

STAAR end-of-course (EOC):

- Reading & Writing Exempt: minimum Level 2 score of 4000 on the English III
- Math Exempt: minimum Level 2 score of 4000 on the Algebra II EOC;

Students who have graduated with associate or baccalaureate degrees from Texas institutions of higher education

Students who transfer from private or independent institutions of higher education or accredited out-of-state institutions of higher education and who have satisfactorily completed college-level course work with a "C" or better in one course from each of the three areas listed below:

Writing Exemptions: ENGL 1301, 1302, 2321, 2322, 2323, 2331, 2332, 2326, 2327, 2328, 2341, 2342, 2343; HIST 1301, 1302, 2301, 2311

Reading Exemptions: HIST 1301, 1302; ENGL 1301, 1302, 2321, 2322, 2323, 2326, 2327, 2328, 2331, 2332, 2333, 2341, 2342, 2343; GOVT 2301, 2302, 2305, 2306; PSYC 2301, 2314; PHIL 1301, 2303, 2306; GEOG 1300, 1301, 1302, 1303; SOCI 1301, 1306; PSCI 2301; 2302

Math Exemptions: MATH 1314 or higher; PYSC 2317

Students who have previously attended any accredited Texas public institution and have been determined to have met readiness standards by that institution

Students who are serving on active duty as members of the Armed Forces of the United States, the Texas National Guard, or as Members of reserve components of the Armed Forces of the United States and have been serving for at least three (3) years preceding enrollment

Students who, on or after August 1, 1990, were honorably discharged, retired, or released from active duty members of the Armed Forces of the United States or the Texas National Guard or service as members of reserve components of the Armed Forces of the United States.

Students who took a high school equivalency exam

GED:

- A minimum score of 165 on the Mathematical Reasoning subject test shall be exempt for mathematics
- A minimum score of 165 on the Reasoning Through Language Arts (RLA) subject test shall be exempt for English Language Arts Reading (ELAR)

HiSET:

- A minimum score of 15 on the Mathematics subtest shall be exempt for mathematics
- A minimum score of 15 on the Reading subtest and a minimum score of 15 on the Writing subtest, including a minimum score of 4 on the essay, shall be exempt for English Language Arts Reading (ELAR)

Texas Success Initiative (TSI)

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