

# INTERNATIONAL GRADUATE ADMISSIONS

Texas A&M University-San Antonio adheres to high standards of academic excellence and admits students in accordance with their level of academic preparation without regard to race, color, sex, age, religious commitment or national origin.

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 and supporting documents constitute the basis upon which the Office of Admissions will determine eligibility for admission.

Applications will be processed after all admission required documentation has been received. An application is considered to be complete only when the Office of Graduate Studies has received all required documentation for admissions, including completed application through GradCAS (<https://gradcas.liaisoncas.org/apply/>), required test scores, application fee, foreign credentials, and official transcripts from all previous academic work as requested. Completed applications are processed in the order in which they are made complete. Applicants are typically informed of their admission decision within two week from the point of completion. Incomplete applications will not be processed and will be withdrawn by the university after the census date for the term. Admission decision processing turnaround times may vary as deadlines approach. We highly recommend students answer the questions on the application accurately.

Prospective students are strongly encouraged to apply early. Applicants who do not enroll for the term in which they are admitted are required to reapply, must pay an additional application fee and will be re-evaluated to determine admissibility.

## International Graduate Admissions

### Application Fee

Applicants applying or reapplying to Texas A&M University-San Antonio are required to pay a non-refundable application fee of \$50.00. Each application submitted incurs a required non-refundable application fee, paid through GradCAS, regardless of completion status or admission decision.

### Application and Transcript Submission

A student must complete the GradCAS application online at <https://gradcas.liaisoncas.org/apply/>. In cases where multiple applications are submitted, the application submitted most recently, regardless of term or type, will void all previously submitted applications. Applicants must submit official transcripts from all U. S. institutions attended in the United States or out of the United States. To be considered official, transcripts should have: an original signature of a school official and/or the school seal, must be printed within a year of the submission date, must be received directly from the sending institution. Additionally, GradCAS accepts electronic documents as official when sent via a secure electronic transcript service (i.e. E-scrip, National Student Clearinghouse, Parchment, and Trans Networks).

## Foreign Documents and Credits

Applicants who have prior course work from a foreign college or university will be required to submit a course-by-course foreign

credential evaluation from an agency registered through the National Association of Credential Evaluation Services (NACES). The Office of International Affairs has a list of foreign credential evaluators listed on their website, found at [www.tamusa.edu/InternationalAffairs/](http://www.tamusa.edu/InternationalAffairs/) (<http://www.tamusa.edu/InternationalAffairs/>)

Applicants who have participated in a study abroad program may also be required to submit a course-by-course foreign credential evaluation from a NACES member agency. Transcript evaluations from an evaluation service which is a member of the National Association of Credential Evaluation Services (<http://www.naces.org/members.html>) is required, and will be accepted.

## Concurrent or Transient Admission for International Students

International students who are seeking to apply as concurrent or transient at Texas A&M-San Antonio must contact the Office of International Affairs and meet with the International Programs Advisor.

## Non-Degree Seeking International Students

International students who are seeking to apply as non-degree seeking at Texas A&M-San Antonio must contact the Office of International Affairs or meet with the International Programs Advisor.

## Conditional Admission for International Students

International applicants may be considered for conditional admission only if they are on a visa that does not fall under the F-1 category.

Students on F-1 visa status will not be considered for conditional admission, *"The provisional issuance of Forms I-20 is a violation of 8 CFR 214.3(k). According to that regulation. A designated school official may not issue a Form I-20 until the appropriate school authority has determined that the prospective student's qualifications meet all standards for admission at the school which has accepted the prospective student for enrollment in a full course of study."*

For more information on conditional admissions, students will need to contact the department of their major.

## Graduate Admission Requirements - International Applicants

Texas A&M University-San Antonio adheres to high standards of academic excellence and admits students in accordance with their level of academic preparation without regard to race, color, sex, age, religious commitment or national origin. All inquiries about International admission, application for admission and transcripts of credit should be addressed to the Office of International Affairs.

All students wanting to attend Texas A&M University-San Antonio must be proficient in the use of English. Applicants, regardless of immigration status, whose educational instruction has not been in the English language and/or whose first or native language is not English, must demonstrate proficiency in English. Please refer to the Proof of English Proficiency section for more information.

Texas A&M University-San Antonio complies with H.B. 1641 which considers various factors in making a decision for admission into a graduate or professional program.

## Admission Deadlines

In order to ensure your application is processed prior to the beginning of the semester it is strongly encouraged you submit your application and all required supporting documents for admissions no later than the application deadline dates listed below.

Deadline	Date
Fall Priority	March 15
Fall Final Deadline	June 25 (For students in the U.S.)
Fall Final Required Admission Documents Deadline	July 25
Spring Priority	October 15
Spring Final Deadline	November 18 (For students abroad) December 2 (For students in the U.S.)
Spring Final Required Admission Documents Deadline	December 2
Summer Priority	March 15
Summer Final Deadline	April 15

Applications will not be accepted after the final deadline date. Supporting documents to complete admission files must be received by 5 p.m. on the date of the final deadline. Deadlines that fall on a weekend or holiday will be extended to the following business day. Applicants that are not completed by the final deadline will not be processed for an admission decision for that application term and will be withdrawn by the university.

The application review process will not begin until all documents are received. Admission requirements for any graduate program may vary based on the particular program. Refer to the program for which you want to apply for additional admission/entrance requirements.

## International Admission Requirements: Degree Seeking Applicants

Applicants seeking admission to graduate programs at Texas A&M University-San Antonio must submit the following:

1. Complete an application for graduate admission as international student, *including* the non-refundable \$50.00 application fee. The GradCAS Application is available online at <https://gradcas.liaisoncas.org/apply/>.
2. Submit official transcripts from all U.S. colleges or universities attended both undergraduate and graduate. Applicants must be awarded a baccalaureate degree from a regionally-accredited institution before admission into a graduate program can occur. Degrees received must be posted on the transcript of the awarding institution. Only transcripts printed within the preceding 12 months will be accepted.
3. If previous U.S. institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to: [International.Affairs@tamusa.edu](mailto:International.Affairs@tamusa.edu).
4. If the student has foreign transcripts, a foreign credential evaluation report course-by-course must be submitted for all institutions student

has attended outside of the United States. This report should then be sent directly to GradCAS from the evaluation service.

5. Contact a foreign transcript evaluation service as early as possible. Services can take several weeks to process your transcript(s) once received.
6. Do not send foreign transcripts to GradCAS, including those printed in English or translated into English; they will be discarded.
7. Submit official results of the nationally standardized examination to the Office of International Affairs, directly from the testing service. *A&M-SA's GRE code is 6712; the GMAT code is 7B7-9D-05; and the MAT code is 3013.* The official test scores should not be older than five years from the test date. Applicants who hold a Master's degree from a regionally accredited university may have this requirement waived after degree verification dependent upon program.
8. Must have an overall undergraduate grade point average of 2.6 on a 4.0 scale or an average of 3.0 on the last 60 hours of **undergraduate** coursework.
9. Must be eligible to return to all previously attended colleges or universities.
10. Proof of English proficiency (see below).
11. Immigration Requirements: Proof of ability to meet personal and academic expenses.
  - a. A Financial Statement reflecting a minimum of \$33,887 (U.S.) per year (must be in the English language) is currently required to meet such expenses. The financial support documents must be less than six months from the issuing date. Student must submit this documentation to the Office of International Affairs.
  - b. Copy of immigration documents: Visa, Passport, I-94, all I-20's since the student entered to the United States. Student must submit this documentation to the Office of International Affairs
  - c. Transfer-In Form: Student must contact the Office of International Affairs to complete their SEVIA immigration transfer process.

## Proof of English Proficiency for Graduate Students

Texas A&M University-San Antonio requires all applicants from foreign countries to demonstrate their ability to speak, write, and understand the English language by taking the Test of English as a Foreign Language (TOEFL) Exam. Texas A&M University-San Antonio requires a minimum TOEFL score of 550 (paper-based), 213 (computer-based) or 79 (Internet-based). Students must use Texas A&M University-San Antonio's school code for the TOEFL, which is 6712.

The following are considered TOEFL equivalences/waivers:

- An IELTS overall band score of 6.0 or above
- Completion of the advanced-level Texas Intensive English Program (TIEP) offered by the Texas International Education Consortium (TIEC).
- Students who have completed their entire formal education at the secondary or postsecondary level in the following countries are exempt from the TOEFL requirement:
  - American Samoa
  - Anguilla
  - Antigua and Barbuda
  - Australia
  - Bahamas
  - Barbados

- Belize
- Bermuda
- British Virgin Islands
- Canada (except Quebec)
- Cayman Islands
- Dominica
- Federated States of Micronesia
- Ghana
- Gibraltar
- Grenada
- Guyana
- Ireland
- Jamaica
- Liberia
- New Zealand
- Nigeria
- Saint Kitts and Nevis
- Saint Lucia
- Trinidad/Tobago
- Turks and Caicos Islands
- Gambia
- United Kingdom

**Please note:** Applicants from Puerto Rico, where Spanish is the primary language, are required to submit a TOEFL or equivalent.

- Earned a bachelor's degree from a US Institution.
- Students who have earned at least 12 transferable semester credits **and** completed English Composition I and II, with grades of C or better in each, in university-level courses from an accredited U.S. college or university, or an institution of higher education in one of the countries listed above, are exempt from TOEFL. ESL Courses will not count as transferable courses. No online English courses are accepted for English Proficiency.
- Students who have completed all four years in an accredited U.S. high school.

The application review process will not begin until all documents are received. Admission requirements for any graduate program may vary based on the particular program. Refer to the program for which you want to apply for additional admission/entrance requirements.

All applicants must be accepted by the department/college program coordinator into a particular program for which they are applying after they have been screened to meet the minimum entrance requirements to Graduate Studies. Admission to Graduate Studies does not guarantee admission to a particular program.

## International Admission Requirements - Non-Degree Seeking Students

Applicants who are seeking admission to enroll in graduate courses but do not intend to seek a degree should apply as graduate non-degree seeking. Non-degree seeking students may attend for multiple semesters with departmental approval. If continued enrollment is desired, students must contact their advisor. If a student wishes to become degree seeking, student will be required to reapply. Non-degree seeking students may not be eligible for financial assistance. Applicants must specify

which department they intend to take coursework in, on their GradCAS application.

Students applying as non-degree seeking must meet the following:

1. Complete an application for graduate admission as an international student, including the non-refundable \$50.00 application fee. The GradCAS Application is available online at <https://gradcas.liaisoncas.org/apply/>.
2. Submit official transcripts from all U.S. colleges or universities attended both undergraduate and graduate. Applicants must be awarded a baccalaureate degree from a regionally-accredited institution before admission into a graduate program can occur. Degrees received must be posted on the transcript of the awarding institution. Only transcripts printed within the preceding 12 months will be accepted.
3. If the student has foreign transcripts, a foreign credential evaluation report course-by-course must be submitted for all Institutions student has attended outside of the United States. We do not need official foreign transcripts. We **only need** the "foreign credential evaluation report."
4. The foreign credential evaluation report. All international foreign transcripts must be first evaluated by an agency registered through the National Association of Credential Evaluation Services (NACES). Below you will find a list of agencies that are commonly used by students applying at Texas A&M University-San Antonio. The foreign credential evaluation report **must** reflect a detailed and official course-by-course description, and should not be more than one year old from the report's issued date.
5. Transcript or evaluation report can be sent directly to:  
  
The Office of Graduate Admissions  
One University Way,  
San Antonio, Texas 78224  
  
If previous U.S. institutions participate in the sending of secure electronic transcripts (i.e. E-script, National Student Clearinghouse, Parchment, or Trans Networks), transcripts should be sent via email to GradCAS. Applications will not be evaluated until all official transcripts from previous colleges and/or universities are received and application fee payment has been made.
6. Submit official results of the nationally standardized examination to the Office of International Affairs, directly from the testing service. *A&M-SA's GRE code is 6712; the GMAT code is 7B7-9D-05; and the MAT code is 3013*. The official test scores should not be older than five years from the test date. Applicants who hold a master's degree from a regionally accredited university will have this requirement waived after degree verification. Applications who hold a Master's degree from a regionally accredited university will have this requirement waived.
7. Must have an overall undergraduate grade point average of 2.6 on a 4.0 scale or an average of 3.0 on the last 60 hours of **undergraduate** coursework.
8. Must be eligible to return to all previous attended colleges or universities.
9. Proof of English proficiency (see below).
10. Immigration Requirements: Proof of ability to meet personal and academic expenses.
11. A Financial Statement with a minimum of \$26,897 (U.S.) per year (must be in English) is currently required to meet such expenses. The financial support documents must be less than six months from the

issuing date. Student must submit this documentation to the Office of International Affairs.

12. Copy of Immigration documents: Visa, Passport, I-94, all I-20's since the student entered to the United States. Student must submit this documentation to the Office of International Affairs

## Proof of English Proficiency for Graduate Students

- Texas A&M University-San Antonio requires all applicants from foreign countries to demonstrate their ability to speak, write, and understand the English language by taking the Test of English as a Foreign Language (TOEFL) Exam. Texas A&M University-San Antonio requires a minimum TOEFL score of 550 (paper-based), 213 (computer-based) or 79 (Internet-based). Students must use Texas A&M University-San Antonio's school code for the TOEFL, which is 6712.
- The following are considered TOEFL equivalences/waivers:
  - An IELTS overall band score of 6.0 or above
  - Completion of the advanced-level Texas Intensive English Program (TIEP) offered by the Texas International Education Consortium (TIEC).
  - Students who have completed their entire formal education at the secondary or post-secondary level in the following countries are exempt from the TOEFL requirement:
    - American Samoa
    - Anguilla
    - Antigua and Barbuda
    - Australia
    - Bahamas
    - Barbados
    - Belize
    - Bermuda
    - British Virgin Islands
    - Canada (except Quebec)
    - Cayman Islands
    - Dominica
    - Federated States of Micronesia
    - Ghana
    - Gibraltar
    - Grenada
    - Guyana
    - Ireland
    - Jamaica
    - Liberia
    - New Zealand
    - Nigeria
    - Saint Kitts and Nevis
    - Saint Lucia
    - Trinidad/Tobago
    - Turks and Caicos Islands
    - Gambia
    - United Kingdom

**Please note:** Applicants from Puerto Rico, where Spanish is the primary language, are required to submit a TOEFL or equivalent.

- Students who have completed all four years in an accredited U.S. high school
- Earned a bachelor's degree from a US Institution.
- Students who have earned at least 12 transferable semester credits **and** completed English Composition I or II, with grades of C or better in each, in university-level courses from an accredited U.S. college or university, or an institution of higher education in one of the countries listed above, are exempt from TOEFL. ESL Courses will not count as transferable courses. No online English courses are accepted for English Proficiency.

The application review process will not begin until all documents are received. Admission requirements for any graduate program may vary based on the particular program. Refer to the program for which you want to apply for additional admission/entrance requirements.

All applicants must be accepted by the department/college program coordinator into a particular program for which they are applying after they have been screened to meet the minimum entrance requirements to Graduate Studies. Admission to Graduate Studies does not guarantee admission to a particular program.

The Office of International Affairs will evaluate a student's academic documents and determine institutional accreditation/recognition, whether the GPA requirements are met, and whether any degree/diploma earned is equivalent to a U.S. bachelor's degree.

## International Graduate Readmission

All active students who have not enrolled in classes for one year (two long terms) become inactive and will need to submit a new admissions application and pay the \$50 application fee. Students, who were previously conditionally admitted (Other than F-1 student visa) prior to submitting test scores, but failed to submit their scores, will be required to submit test scores prior to evaluation.

A&M-SA returning graduate students who have attended other institutions of higher education in the U.S. since they were last enrolled at A&M-SA must submit current U.S. official transcripts from each institution attended prior to readmission. If the students have attended foreign institutions, students must submit an official credential evaluation (course-by-course) report. Eligibility for readmission of any former student depends on the student's academic status at the end of the last A&M-SA semester of enrollment and performance on any subsequent college or university work attempted.

Post-masters students from Texas A&M University-San Antonio who are returning for certification must apply as international graduate non-degree seeking and must specify which department they intend to take coursework in, on their GradCAS application.

## Graduate GPA Calculation

Grades received at other colleges/universities will be converted into Texas A&M University-San Antonio's grading system; plus/minus grading systems will not be used. If any courses are repeated across institutions, only the highest grade will be used to calculate GPA. Credit/non-credit and developmental coursework will not be considered. GPA for graduate level coursework may also be considered.



## Graduate Admission Decisions

### Unconditional Admission

Applicants who have earned a baccalaureate degree from a regionally accredited college or university and who meet one of the following sets of minimum requirements is offered unconditional admission:

1. Have an undergraduate cumulative grade point average between 2.60-2.99 or an undergraduate grade point average of 3.00 or higher for the last 60 semester credits (or 90 quarter credits), and a minimum GRE composite (Q+V) score of 297 or minimum MAT score of 398 (MAT scores are for Education majors only).
2. Have an undergraduate cumulative grade point average between 3.00-4.00 and a minimum GRE composite (Q+V) score of 285 or minimum MAT score of 388 (MAT scores are for Education majors only).
3. College of Business applicants must meet the following combined GPA and GMAT requirements for unconditional admission:  $970 - (\text{GPA} \times 200) = \text{minimum required GMAT score}$ .

### Graduate Admissions Required Test Scores

College/Department	Applicants with an Overall GPA of 2.60-2.99 or Last 60 Hours GPA Above 3.0	Applicants with an Overall GPA of 3.00-4.00
Arts and Sciences (English)	GRE: 147 (V) / 3 (W)	GRE: 142 (V) / 3 (W)
Arts and Sciences (Water)	GRE: 297 (V+Q)	
Business	$970 - (\text{GPA} \times 200) = \text{minimum required GMAT score}$	
Education and Human Development	GRE: 297 (V+Q) or MAT: 398	GRE: 285 (V+Q) or MAT: 388
Department of Educator and Leadership Preparation		
Education and Human Development	GRE: 297 (V+Q) or MAT: 398	GRE: 285 (V+Q) or MAT: 388
Department of Counseling and Kinesiology		

### Conditional Admission for International Students

Applicants who are conditionally admitted to the university (This does NOT apply to students on an F-1 visa) will remain under a conditional admission status, and must meet the departmental requirements in order to remain in the programs. Conditional admission means that there is an outstanding departmental requirements that must be met in order to enroll in subsequent semesters. For example, applicants' standardized test results must be received by the Office of International Affairs no later than midterm of their first semester of their enrollment to register for subsequent semesters. Students who have been conditionally admitted must meet the departmental requirements in order to remain enroll in the program. All departmental requirements are maintained by the department.

### Letter of Degree Completion

Applicants may be eligible to be evaluated prior to earning a bachelor's degree through the letter of degree completion process. Applicants must be in their last term of a bachelor's program to be evaluated. The letter

of degree completion process is only available during the long terms (fall and spring). Summer applicants cannot be processed with the letter of degree completion. International applicants are not eligible. Letter of Degree Completion eligibility does not guarantee admission to the university. Applicants must meet both program and GPA eligibility as outlined below.

**Eligible Programs:** Applicants applying to the Masters of Counseling and Guidance, the Masters of Kinesiology, the Masters of English or any program in the College of Business are eligible for this process.

**Non-Eligible Programs:** Applicants applying as Non-Degree Seeking, or applying to a Master's program with a Certification in the College of Education.

**GPA Eligibility:** A cumulative GPA of a 3.00 or better in all undergraduate coursework taken is required.

### Letter of Degree Completion – Steps to Apply

1. Complete the application for admission at GradCAS, <https://gradcas.liaisoncas.org/apply/>.
2. Pay non-refundable \$50 application fee.
3. Submit official transcripts from all colleges or universities attended (both undergraduate and graduate), including the transcript from the degree awarding institution which indicates "coursework in progress" for the term in which the applicant is anticipated to graduate.
4. A Letter of Degree Completion from the applicants Academic Advisor. The letter must state—which courses the applicant is registered for that will complete the degree requirements, must also state that pending the completion of the "courses in progress" the student will graduate, and must indicate the anticipated date of graduation and the anticipated degree. The Letter of Degree Completion must be emailed directly from the applicant's Academic Advisor to [graduate.studies@tamusa.edu](mailto:graduate.studies@tamusa.edu).

Only Conditional Admission can be offered for applicants being admitted with a Letter of Degree Completion. If the applicant does not submit a final college transcript with a bachelor's degree posted, they will be ineligible to register for future semesters.

International applicants may be considered for conditional admission **only** if they are on a visa that does not fall under the F-1 category.

**Students on F-1 visa status will not be considered for conditional admission.** *"The provisional issuance of Forms I-20 is a violation of 8 CFR 214.3(k). According to that regulation. A designated school official may not issue a Form I-20 until the appropriate school authority has determined that the prospective student's qualifications meet all standards for admission at the school which has accepted the prospective student for enrollment in a full course of study."*

For more information on conditional admissions, students will need to contact the department of their major.