



## Applying for Admissions to Texas A&M University-Texarkana as a Transfer or Graduate Student

1. Submit an Application for Admission. **If you have access to the internet, we request that you complete your application online.** Please go to [www.applytexas.org](http://www.applytexas.org) and follow the instructions to complete the online freshman application. If you do not have access to the internet, please submit the paper application available in Enrollment Services.
2. Submit the Bacterial Meningitis Information Confirmation. **(If you submit your application online, you should skip this step and proceed to item #3.)** Please go to [www.tamut.edu](http://www.tamut.edu), click on Admissions, scroll to the bottom of the page under Admissions Resources, and open the document Important Information on Bacterial Meningitis. At the end of this document you will be able to submit the required confirmation online. Paper confirmations are available in Enrollment Services.
3. Request your official transcripts and/or test scores.\* Official Test Scores for any credit you earned through the Advanced Placement Exam, CLEP Exam, or Dantes Exam are required. Transcripts (can be submitted by the college/university through SPEEDE) and test score reports must be mailed directly from the issuing college/university or testing company. Transcripts and test scores that are hand delivered, mailed by the student, or stamped "issued to student", will not be accepted. Transcripts and/or test scores must be mailed from the issuing college or university to:

Texas A&M University-Texarkana  
Office of Admissions  
P.O. Box 5518  
Texarkana, Texas 75505
4. Graduate degree seeking students must contact Anna Gibson in the Graduate Studies Office for additional requirements for graduate program admissions. You can reach Anna by email at [Anna.Gibson@tamut.edu](mailto:Anna.Gibson@tamut.edu) or by phone at (903) 223-3129. \*
5. All new degree seeking students must submit a Registration Permit/Degree Declaration form prior to registration.
6. Students from nonnative English speaking countries will be required to pass the TOEFL (Test of English as a Foreign Language) Test prior to enrolling at A&M-Texarkana. Minimum scores are 550 on the paper-based test, 213 on the computer-based test and 79 on the internet-based test. Students with degrees from postsecondary institutions in English speaking countries, or who have successfully completed two years (48 sch) of study in which English was the language of instruction, will be exempt from the TOEFL test.

\*See Reverse Side for Additional Details.

If you have any questions, please contact the Admissions Office at (903) 223-3069, or email us at [Admissions@tamut.edu](mailto:Admissions@tamut.edu).

Transfer Students: In the event that a student is admitted prior to receipt of all official transcripts, the student is considered conditionally admitted until their transfer GPA can be verified. Students who do not have a minimum GPA of 2.0 will not be allowed to enroll.

## **UNDERGRADUATE STUDENTS**

### **Texas Success Initiative (TSI)**

Students attending Texas public institutions of higher education must be in compliance with the Texas Success Initiative (TSI), as of Fall 2003 (Texas Education Code §51.3062) in order to enroll in public institutions of higher education. The law requires all entering college students to be assessed for college readiness in reading, mathematics and writing unless the student qualifies for an exemption. Each student who fails to meet the minimum passing standard of the exam offered by the institution must be placed in a developmental education program designed to help the student achieve college readiness.

#### **Which students must take a TSI exam?**

Unless exempt, students who are entering a Texas college or university must take a TSI exam and receive a passing score in order to enroll in credit bearing courses. Students may be exempt from taking a TSI exam by achieving any of the requirements below:

*ACT Exam:* Achieve a composite score of 23 or higher with at least a 19 on both the English and Math sections.

*SAT Exam:* Achieve a combined verbal and math score of 1070 with a minimum of 500 on both the verbal test and math test.

*TAKS Exam:* Achieve a minimum score of 2200 on both the English and/or math sections with at least a 3 on the writing component of the 11<sup>th</sup> grade TAKS (for a period for 3 years from the date of testing).

*Military:* Veterans and active duty personnel serving for at least 3 years preceding enrollment. Additional paperwork may be required to document this exemption.

*Transfer:* Transfer from a private or independent institution or an accredited out-of-state institution and has satisfactorily completed college-level coursework as determined by the receiving institution. A Grade of C or better is required on specific courses that are used to meet this exemption.

#### **When do students take a TSI exam?**

Students must take a TSI exam and have scores on file before they can enroll in college-level classes. Each college and university offers a different exam. A student must take the exam required by the college or university he/she will be attending.

#### **What TSI exams are available to students?**

The exams currently authorized to satisfy TSI are:

ASSET

COMPASS

THEA

ACCUPLACER

Please contact the Admissions Office at (903) 223-3069 for minimum passing scores for the above exams or any additional questions regarding TSI. Our testing center offers the THEA (\$29 with a \$5 testing fee) and ACCUPLACER(\$29 with a \$5 testing fee) . You can contact the Testing Center to sign up for either of these exams by phone at (903) 223-3072 or by email at [testing.center@tamut.edu](mailto:testing.center@tamut.edu). Hours of Operation during the semester are as follows:

Monday, Wednesday, Friday -- 8:00 am to 5:00 pm

Tuesday -- 8:00 am to 7:00 pm

Thursday -- 8:00 am to 9:00 pm

Additional information, including hours in between semesters, can be found on the Testing Center Website, <http://tamut.edu/testingcenter/index.htm>.

## **Developmental Education Program**

### **What happens if a student does not pass all parts of a TSI exam?**

Students who do not pass one or all parts (English, mathematics, and writing) of a TSI exam must enroll in an appropriate developmental education course before the student may enroll in a credit bearing course for the subject in which he/she did not meet state standards. A student may retake an exam instrument at any time, subject to availability, to determine the student's readiness to perform freshman-level academic coursework.

Please contact Pat Coats at (903) 334-6721 in the University College for more information.

## **GRADUATE STUDENTS**

### **Graduate Studies**

Students seeking a masters degree will need to speak with Anna Gibson in our Graduate Studies Office to obtain paperwork required for the graduate program sought. You can reach her by phone at (903) 223-3129 or by email at [Anna.Gibson@tamut.edu](mailto:Anna.Gibson@tamut.edu). You can visit the Graduate Studies website at [www.tamut.edu/gradstudies/](http://www.tamut.edu/gradstudies/).

## **ALL STUDENTS**

### **Transcripts and Test Scores**

It is the applicant's responsibility to request official transcripts from all colleges and universities that he/she has ever attended. This includes correspondence courses. If you are or have been a member of any branch of the military, you may have an AARTS, SMARTS, or CCAF transcript. Official transcripts are required. Official Test Scores for any credit you earned through the Advanced Placement Exam, CLEP Exam, or Dantes Exam are required. You cannot disregard any part of your college record except under provisions of the Academic Fresh Start Policy. Failure to submit all transcripts could result in administrative withdrawal from the university. Transcripts and test score reports must be mailed directly from the issuing college/university or testing company. Transcripts and test scores that are hand delivered, mailed by the student, or stamped "issued to student", will not be accepted. Records from one institution posted on a transcript from a second institution cannot be used for admissions purposes. Please use the post office box address listed on the front of the letter as the mailing address when requesting your transcripts and test scores. All undergraduate students must have a cumulative GPA of 2.0 on all transferable coursework. A minimum GPA of 3.0 is required on all graduate level transferable coursework.