

1. GENERAL

Sam Houston State University accepts applications for admission from students without regard to race, creed, ancestry, marital status, citizenship, color, religion, sex, national origin, age, veteran status, disability status, sexual orientation, or gender identity.

2. BEGINNING FRESHMAN STUDENTS (Graduates of an Accredited High School)

2.01 A beginning freshman student must graduate from an accredited high school and take the ACT Composite or SAT I [Previous SAT (critical reading + math) – test taken prior to March 2016; New SAT (evidence based reading/writing + math) – test taken March 2016 and beyond]. The following test scores for beginning freshmen are required:

- a. Students in the top 10% of their graduating class, no minimum score on ACT Composite or SAT I.
- b. Automatic acceptance for students who meet the minimum Composite SAT/ACT requirements by appropriate high school grade point average (GPA) ranges as indicated below (the requirements are based on a 4.0 scale):
 - GPA of 3.50+ and score at least a 17 on the ACT or 850 SAT I (critical reading + math) or 930 SAT I (evidence based reading/writing + math)
 - GPA of 3.0 - 3.49 and score at least a 19 on the ACT or 930 SAT I (critical reading + math) or 1010 SAT I (evidence based reading/writing + math)
 - GPA of 2.50 - 2.99 and score at least a 22 on the ACT or 1030 SAT I (critical reading + math) or 1110 SAT I (evidence based reading/writing + math)
 - GPA of 2.25 - 2.49 and score at least a 25 on the ACT or 1140 SAT I (critical reading + math) or 1210 SAT I (evidence based reading/writing + math)
 - GPA of 2.24 or below will be considered only by review by the Office of Admissions

2.02 A beginning freshman student must submit the following documentation:

- a. Completed Apply Texas Application with non-refundable application fee.
- b. Official copy of ACT Composite or SAT I score report.

- c. Official copy of high school transcript showing GPA and graduation program type. Upon graduation from high school, applicant must provide a final official high school transcript showing final GPA, date of graduation and graduation program type. Eligible prospective freshmen should graduate high school with one of the following diploma types (or equivalent for out-of-state students): Recommended (Uniform Admissions Standards [UAS]), Distinguished (UAS), Foundations with Endorsement(s) (House Bill 5 [HB5])* or Distinguished Achievement (HB5) plans. The Endorsement earned must be noted on the transcript provided.

2.03 A beginning freshman student who has attempted college/university course work while enrolled in high school or in the semester prior to entering Sam Houston State University must provide official transcript(s) indicating the completion of all transferable academic hours (excluding developmental, remedial, vocational/technical, continuing education, or lifelong learning courses). While the overall cumulative transfer GPA (for Dual Credit courses) will not be used for admittance, the GPA will factor into the overall GPA. Transferable courses may not be relevant to every degree plan.

3. GRADUATES OF A NON-ACCREDITED OR NON-RANKING HIGH SCHOOL

Graduates of a non-accredited or non-ranking high school must submit the following documentation:

- a. Completed Apply Texas Application with non-refundable application fee.
- b. Official copy of ACT Composite or SAT I score report.
- c. A high school transcript that meets the Texas State Graduation Requirements as approved by the State Board of Education. See the Texas Education Agency State Graduation Requirements or [Texas Administrative Code \(TAC\) Chapter 74](#). Upon graduation, applicants must provide a final official transcript showing final GPA and date of graduation.

4. GRADUATES OF A HOMESCHOOL

- 4.01 Students who have graduated or plan to graduate from a homeschool must present a homeschool transcript that meets the Texas State Graduation Requirements as approved by the State Board of Education. See the Texas Education Agency State Graduation Requirements or [Texas Administrative Code \(TAC\) Chapter 74](#).

4.02 Graduates of a homeschool must submit the following documentation:

- a. Completed Apply Texas Application with non-refundable application fee.
- b. Official copy of ACT Composite or SAT I score report.
- c. Official copy of notarized homeschool transcript.

5. STUDENTS WHO EARNED THE GED

5.01 Sam Houston State University admits qualified students who have earned their GED, who score a minimum 21 on the ACT Composite or 1010 on the SAT I (critical reading + math) or 1090 on the SAT I (evidence based reading/writing + math).

5.02 Students with a GED must submit the following documentation:

- a. Completed Apply Texas Application with non-refundable application fee.
- b. Official copy of ACT Composite or SAT I score report.
- c. Official copy of GED certificate with GED test scores.

6. TRANSFER STUDENTS

6.01 For purposes of this policy, a transfer student is defined to mean an undergraduate student who has completed a minimum of 12 hours of transferable academic course work from a college or university accredited by a Texas Higher Education Coordinating Board recognized accrediting body. "Transferable academic course work" is defined to mean those attempted hours of course work which are applicable to a baccalaureate degree program.

6.02 Admission of Transfer Students from U.S. Colleges or Universities

- a. Undergraduate students who transfer to Sam Houston State University from another regionally accredited college or university with less than twelve transferable academic hours must meet the standards of beginning freshman students (see section 2 of this policy, beginning freshman students) and must provide the following documentation:
 - (1) Completed Apply Texas Application with non-refundable application fee.
 - (2) Official transcript(s) from all accredited colleges and universities attended.

- (3) Official transcript(s) indicating the completion of fewer than twelve transferable academic hours (excluding developmental, remedial, vocational/technical, continuing education, or lifelong learning courses). All students must present a cumulative transfer GPA of 2.5 or higher.
 - b. Undergraduate students who transfer to Sam Houston State University from another regionally accredited college or university with twelve or more transferable academic hours as defined by this policy must provide the following documentation:
 - (1) Completed Apply Texas Application with non-refundable application fee.
 - (2) Official transcript(s) from all accredited colleges or universities attended.
 - c. Any Transfer Student with 12-17 transferable academic hours must have a minimum cumulative 2.5 GPA. Any Transfer Student with 18+ hours of transferable academic hours must have a minimum 2.0 GPA.
- 6.03 Sam Houston State University accepts a maximum of sixty-six (66) academic hours plus four (4) hours of activity physical education (kinesiology) for a total of seventy (70) semester credit hours from the accredited junior/community colleges attended.
- 6.04 Courses taken at junior/community colleges do not satisfy the advanced hours (Junior or Senior level) required at Sam Houston State University.
- 6.05 Students who are currently academically suspended from their most recent college or university are not eligible for admission to Sam Houston State University. Students who are currently suspended with any other form of suspension (other than academic) from another college or university are not eligible for admission to Sam Houston State University.
- 6.06 All academic courses (excluding developmental, remedial, vocational/technical, continuing education, or lifelong learning courses) attempted at a four-year regionally accredited U.S. college or university will be transferred. (Also see Academic Policy Statement 801007, Courses and Grades Transferred from Other Colleges and Universities.)

7. EARLY UNDERGRADUATE ADMISSIONS PROGRAM

- 7.01 High school/Homeschool students who have completed the sophomore year may be accepted to attend classes at Sam Houston State University.
- 7.02 To be accepted to attend classes, the students must complete the undergraduate admissions early admissions application form and pay the non-refundable application fee.
- 7.03 To qualify for the early Undergraduate Admissions Program, students must meet the following criteria:
 - a. Be in the top 25% of his/her class
 - b. Return to the high school and complete the senior year
 - c. Have the recommendation of the high school principal or counselor
 - d. Have written permission of the parent or guardian
 - e. Provide verification of Texas Success Initiative status
 - f. Submit the completed Early Admission Form

8. FULL-TIME EARLY UNDERGRADUATE ADMISSIONS PROGRAM REQUIREMENTS

- 8.01 Sam Houston State University recognizes that in some instances a truly gifted high school student may receive considerable educational benefit from a full-time early undergraduate admissions program to a college or university.
- 8.02 To be admitted to the University, the student must provide official documentation for the criteria listed in 7.03 of this policy, complete the undergraduate admissions application, and pay the non-refundable application fee.
- 8.03 High school students desiring to enter a full-time early undergraduate admissions program must fulfill the following requirements:
 - a. Complete the junior year of high school
 - b. Be in the top 10% of their class
 - c. Score 27 or higher on the ACT Composite or 1200 or higher on the SAT I (critical reading + math) or 1270 or higher on the SAT I (evidenced based reading/writing + math)

- d. Provide letters of recommendation from the high school principal and two other high school teachers
- e. Provide a signed letter from the student's parents or guardian stating that they understand the program and approve of the student's participation
- f. Have a personal interview with an Academic Standards and Admissions Committee

9. ADMISSION OF UNDERGRADUATE INTERNATIONAL STUDENTS

9.01 All undergraduate international students must complete the Apply Texas Application and pay the non-refundable international application fee in U.S. currency. All undergraduate international students must declare a major (other than General Studies) on the application for admission.

9.02 Sam Houston State University has five (5) categories of undergraduate international students:

- Beginning international freshmen who have graduated from a high school outside the United States or a country whose primary mode of instruction is English;
 - Beginning international freshmen who have graduated from a high school in the U.S.;
 - Transfer international students who have attended a college or university from outside the U.S.;
 - Transfer international students who have attended a college or university in the U.S. and have obtained 30+ transferable hours; and
 - Transfer international students who have attended a college or university in the U.S. and have obtained less than 30 transferable hours.
- a. International students who are **beginning freshmen** graduating from a high school **outside the U.S.**, including those countries whose primary mode of instruction is English, must provide the following:

- (1) TOEFL score of a minimum of 550 or minimum of 79 (IBT) or IELTS score of 6.5 or higher if English is not their first language
- (2) Copy of high school transcript with a minimum GPA of 2.5
- (3) Official evaluation of high school transcript from a NACES accredited evaluation company
- (4) Certified English translations for documents submitted in a language other than English

International students who are **beginning freshmen** graduating from a high school **outside the U.S.**, including those countries whose primary mode of instruction is English, must meet enrollment requirements as follows:

- (1) Current proof of financial support. The student's or sponsor's bank statement(s) on bank letterhead indicating an amount of deposit equal to the estimated expense for one year at the University.
 - (2) Home country address. Regardless of current residency, students must provide a home country address for the processing of the I-20 A/B.
 - (3) Copies of immigration documents (i.e. passport photo page, visa, and I-94).
 - (4) To ensure that all undergraduate admission and immigration papers are in order, international students are required to visit the Office of International Programs immediately (or during the earliest subsequent business hours) upon arrival on campus.
 - (5) All international students are required to purchase the University's Group Hospitalization, Medical Evacuation, and Repatriation Insurance available to all eligible SHSU students. Further information concerning this required coverage may be obtained from the University Health Center.
- b. International students who are **beginning freshmen** graduating from a high school **in the U.S.** must provide the following:
- (1) A final high school transcript showing the date of graduation and GPA and satisfactory ACT or SAT scores.

- a. Students graduating on the recommended or distinguished graduation plan, or the equivalent, from a high school that provides such classes are as follows:
 - i. Students in the top 10%, no minimum score on ACT Composite or SAT I Total
 - ii. GPA of 3.50+ and score at least a 17 on the ACT or 850 SAT I (critical reading + math) or 930 SAT I (evidence based reading/writing + math)
 - iii. GPA of 3.0 - 3.49 and score at least a 19 on the ACT or 930 SAT I (critical reading + math) or 1010 SAT I (evidence based reading/writing + math)
 - iv. GPA of 2.50 - 2.99 and score at least a 22 on the ACT or 1030 SAT I (critical reading + math) or 1110 SAT I (evidence based reading/writing + math)
 - v. GPA of 2.25 - 2.49 and score at least a 25 on the ACT or 1140 SAT I (critical reading + math) or 1210 SAT I (evidence based reading/writing + math)
 - vi. GPA of 2.24 or below will be considered by review only
- (2) A beginning freshman student who has attempted college/university course work while enrolled in high school or in the semester prior to entering Sam Houston State University must provide official transcript(s) indicating the completion of all transferable academic hours (excluding developmental, remedial, vocational/technical, continuing education, or lifelong learning courses). While the overall cumulative transfer GPA (for Dual Credit courses) will not be used for admittance, the GPA will factor into the overall GPA. It should be noted that transferable courses may not be relevant to every degree plan.

International students who are **beginning freshmen** graduating from a high school **in the U.S.** must meet enrollment requirements as follows:

- (1) Current proof of financial support. The student's or sponsor's bank statement(s) on bank letterhead indicating an amount of deposit equal to the estimated expense for one year at the University.
 - (2) Home country address. Regardless of current residency, students must provide a home country address for the processing of the I-20 A/B.
 - (3) International Student Advisor's Report. This form is to be completed and signed by the student and an advisor at the U.S. high school.
 - (4) Copies of immigration documents (i.e. passport photo page, visa, and I-94).
 - (5) To ensure that all undergraduate admission and immigration papers are in order, international students are required to visit the Office of International Programs immediately (or during the earliest subsequent business hours) upon arrival on campus.
 - (6) All international students are required to purchase the University's Group Hospitalization, Medical Evacuation, and Repatriation Insurance available to all eligible SHSU students. Further information concerning this required coverage may be obtained from the University Health Center.
- c. International students who are **transfer students** and attended a college or university **outside the U.S.** must provide the following:
- (1) TOEFL score of a minimum of 550 or minimum of 79 (IBT) or IELTS score of 6.5 or higher if English is not their first language
 - (2) Copy of transcripts from **all** colleges/universities attended
 - (3) Official evaluation of **all** transfer work from a NACES accredited evaluation company
 - (4) Certified English translations for documents submitted in a language other than English

International students who are **transfer students** and attended a college or university **outside the U.S.** must meet enrollment requirements as follows:

- (1) Current proof of financial support. The student's or sponsor's bank statement(s) on bank letterhead indicating an amount of deposit equal to the estimated expense for one year at the University.
 - (2) Confirmation of dependents. If dependents will accompany the student to the U.S., provide each dependent's full name, date of birth, country of citizenship, and relationship to the student. For each dependent, the dollar amount of financial support must be increased by the following amounts: \$2,000 for a spouse, \$2,000 for the first child, and \$1,000 for each additional child.
 - (3) Home country address. Regardless of current residency, students must provide a home country address for the processing of the I-20 A/B.
 - (4) Copies of immigration documents (i.e. passport photo page, visa, and I-94).
 - (5) To ensure that all undergraduate admission and immigration papers are in order, international students are required to visit the Office of International Programs immediately (or during the earliest subsequent business hours) upon arrival on campus.
 - (6) All international students are required to purchase the University's Group Hospitalization, Medical Evacuation, and Repatriation Insurance available to all eligible SHSU students. Further information concerning this required coverage may be obtained from the University Health Center.
- d. International **transfer students** who attend a college or university **in the U.S. and** have obtained **30+** transferable hours must provide the following:
- (1) Official transcripts from **all** colleges/universities attended with a minimum cumulative 2.5 GPA for 12-17 transferable academic hours and a minimum 2.0 GPA for 18+ hours of transferable academic hours.

Students who are currently suspended from another college or university are not eligible for admission to Sam Houston State University.

International **transfer students** who attend a college or university **in the U.S. and** have obtained **30+** transferable hours must meet enrollment requirements as follows:

- (1) Current proof of financial support. The student's or sponsor's bank statement(s) on bank letterhead indicating an amount of deposit equal to the estimated expense for one year at the University.
 - (2) Confirmation of dependents. If dependents will accompany the student to the U.S., provide each dependent's full name, date of birth, country of citizenship, and relationship to the student. For each dependent, the dollar amount of financial support must be increased by the following amounts: \$2,000 for a spouse, \$2,000 for the first child, and \$1,000 for each additional child.
 - (3) International Student Advisor's Report. This form is to be completed and signed by the student and an advisor at the U.S. high school.
 - (4) Home country address. Regardless of current residency, students must provide a home country address for the processing of the I-20 A/B.
 - (5) Copies of immigration documents (i.e. passport photo page, visa, and I-94).
 - (6) To ensure that all undergraduate admission and immigration papers are in order, international students are required to visit the Office of International Programs immediately (or during the earliest subsequent business hours) upon arrival on campus.
 - (7) All international students are required to purchase the University's Group Hospitalization, Medical Evacuation, and Repatriation Insurance available to all eligible SHSU students. Further information concerning this required coverage may be obtained from the University Health Center.
- e. International students who are transfer students and attend a college or university **in the U.S.** and have obtained **less than 30** transferable hours must provide the following:
- (1) TOEFL score of a minimum of 550 or minimum of 79 (IBT) or IELTS score of 6.5 or higher if English is not their first language
 - (2) Official transcripts from **all** colleges/universities attended with a minimum cumulative 2.5 GPA for 12-17 transferable academic hours and a minimum 2.0 GPA for 18+ hours of transferable academic hours.

Undergraduate students who transfer from a college or university of recognized standing with less than 12 transferable hours must meet the standards of beginning freshmen students as well as have a cumulative GPA of a 2.5 or higher on transferable hours.

Students who are currently suspended from another college or university are not eligible for admission to Sam Houston State University.

International students who are transfer students and attend a college or university **in the U.S.** and have obtained **less than 30** transferable hours must meet enrollment requirements as follows:

- (1) Current proof of financial support. The student's or sponsor's bank statement(s) on bank letterhead indicating an amount of deposit equal to the estimated expense for one year at the University.
- (2) Confirmation of dependents. If dependents will accompany the student to the U.S., provide each dependent's full name, date of birth, country of citizenship, and relationship to the student. For each dependent, the dollar amount of financial support must be increased by the following amounts: \$2,000 for a spouse, \$2,000 for the first child, and \$1,000 for each additional child.
- (3) International Student Advisor's Report. This form is to be completed and signed by the student and an advisor at the U.S. high school.
- (4) Home country address. Regardless of current residency, students must provide a home country address for the processing of the I-20 A/B.
- (5) Copies of immigration documents (i.e. passport photo page, visa, and I-94).
- (6) To ensure that all undergraduate admission and immigration papers are in order, international students are required to visit the Office of International Programs immediately (or during the earliest subsequent business hours) upon arrival on campus.
- (7) All international students are required to purchase the University's Group Hospitalization, Medical Evacuation, and Repatriation Insurance available to all eligible SHSU students. Further information concerning this required coverage may be obtained from the University Health Center.

10. APPEALS PROCESS FOR UNDERGRADUATE ADMISSIONS

An applicant who has been denied admission may appeal that decision in writing to the Undergraduate Admission Standards and Applications Committee, Sam Houston State University, Box 2418, Huntsville, Texas 77341. Appeals must be made in writing within 30 days of decision. Upon receipt of appeal, the applicant will be contacted by the Office of Admissions to discuss the appeal or schedule an interview.

APPROVED: < signed >
Dana G. Hoyt, President

DATE: 7/31/18

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original: May 2, 1984
Reviewer(s): Council of Academic Deans
Faculty Senate
Academic Affairs Council

Review Cycle: Five years*
Review Date: Spring 2021

Approved: < signed >
Richard Eglsaer
Provost and Vice President
for Academic Affairs

Date: 8/2/18

*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule. To transition to a distributed review load, some policies may be reviewed prior to the 5-year timeframe, with subsequent reviews transitioning to the 5-year schedule.