

11.04.99.R0.01 Undergraduate Admissions

Revised March 4, 2022

Next Scheduled Review: March 4, 2027



Procedure Summary

Admission as an undergraduate allows a student to be admitted to Texas A&M University-Commerce and if eligibility requirements are met, to register for classes.

The following sections detail steps and eligibility for admission to undergraduate programs of study at the University effective for Fall 2022. Departments and programs may have admission criteria higher than those of the Office of Undergraduate Admissions.

Procedures and Responsibilities

1 FRESHMAN ADMISSIONS: HIGH SCHOOL GRADUATES

Applicants must be first-time new in college following high school graduation and must submit official high school transcripts for admission consideration.

- 1.1 Automatic admission to A&M-Commerce is based on the Foundation High School Program with at least one endorsement. Students are strongly recommended to complete one or more available endorsement(s) that include Algebra II or its equivalent as well as one science course from Biology, Chemistry or Physics. Students applying for top 10% automatic admission must complete the foundation curriculum with the distinguished level of achievement.
- 1.2 Standards for full admission to A&M-Commerce is based on the Required High School Curriculum (Foundation Plan). Entering freshmen must have successfully completed the following courses in high school:
 - 1.2.1 English Language Arts (4 credits)
 - 1.2.2 Mathematics (3 credits)
 - 1.2.3 Science (3 credits)
 - 1.2.4 Social Studies (3 credits)
 - 1.2.5 Foreign Language (2 credits)

- 1.2.6 Fine Arts (1 credit)
 - 1.2.7 Higher level math courses such as trigonometry, pre-calculus, analytical geometry, and calculus can replace math courses identified above.
 - 1.2.8 The University recommends taking elective courses in areas such as foreign languages, speech, math, and computer science.
 - 1.2.9 For the current high school graduation requirements, you can refer to: [Texas Administrative Code Rule §74.11](#).
 - 1.2.10 Automatic admission is based on one of the following three (3) criteria:
 - 1.2.10.1 Graduate in the top 30% of their graduating class.
 - 1.2.10.2 Have an SAT combined math and evidence-based reading/writing score of 1060.
 - 1.2.10.3 Have an ACT composite score of 21 or greater.
 - 1.3 In the event a student is unable to obtain an official high school transcript, unofficial high school transcripts will be accepted for admissions purposes. Students must submit their official high school transcripts prior to the end of the first semester of enrollment. Without official high school transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official high school transcripts have been received in the Office of Undergraduate Admissions.
 - 1.4 Applicants near the requirements for automatic admission may be considered through the multi-tiered admissions review process.
 - 1.5 Applicants who are first-time new in college and whose date of graduation from high school is two years or more prior to the date of application are exempt from providing SAT/ACT test scores, as well as the high school curriculum requirements.
 - 1.6 Applicants who apply to transfer to A&M-Commerce and have attended a regionally accredited college or university after high school (excluding the summer immediately following the high school graduation date, regardless of the number of credit hours completed) with fewer than 12 transferable credit hours must qualify for admission based on policy for Freshman Admission: High School Graduates.
- 2 FRESHMAN ADMISSION: GED/HiSET CERTIFICATE

Applicants must be first-time new in college following their high school graduating class and must submit official copies of their GED/HiSET certificate.

- 2.1 Automatic admission to A&M-Commerce is based on the following criteria:
- 2.2 Have a GED/HiSET certificate equivalent to a high school diploma and any one of the following two (2) criteria:
 - 2.2.1 Have an SAT combined math and evidence-based reading/writing score of 1060.
 - 2.2.2 Have an ACT composite score of 21 or greater.
- 2.3 In the event a student is unable to obtain an official high school transcript, unofficial high school transcripts will be accepted for admissions purposes. Students must submit their official high school transcripts prior to the end of the first semester of enrollment. Without official high school transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official high school transcripts have been received in the Office of Undergraduate Admissions.
- 2.4 Applicants who do not meet the requirements for automatic admission may be considered through the multi-tiered admission review process.
- 2.5 Applicants with a GED/HiSET certificate, whose high school class graduated two years or more prior to the date of application are exempt from providing SAT/ACT test scores.
- 2.6 Applicants who apply to transfer to A&M-Commerce and have attended a regionally accredited college or university after their high school graduating class (excluding the summer immediately following the graduation date of their high school class, regardless of the number of credit hours completed) with fewer than 12 transferable credit hours must qualify for admission based on policy for Freshman Admission: GED HiSET Certificate.

3 HOME SCHOOLED HIGH SCHOOL GRADUATES

Applicants must be first-time new in college following their high school graduating class and must submit official home school transcripts for admission consideration.

- 3.1 Standards for full admission to A&M-Commerce is based on the Required High School Curriculum (Foundation Plan). Entering freshmen must have successfully completed the following courses in high school:
 - 3.1.1 English Language Arts (4 credits)
 - 3.1.2 Mathematics (3 credits)
 - 3.1.3 Science (3 credits)
 - 3.1.4 Social Studies (3 credits)
 - 3.1.5 Foreign Language (2 credits)

3.1.6 Fine Arts (1 credit)

3.1.7 Higher level math courses such as trigonometry, pre-calculus, analytical geometry, and calculus can replace math courses identified above.

3.1.8 The University recommends taking elective courses in areas such as foreign languages, speech, math, and computer science.

3.1.9 For the current high school graduation requirements, you can refer to: Texas Administrative Code Rule §74.11.

3.2 And any one of the following two (2) criteria:

3.2.1 Have an SAT combined math and evidence-based reading/writing score of 1060

3.2.2 Have an ACT composite score of 21 or greater

3.3 In the event a student is unable to obtain an official high school transcript, unofficial high school transcripts will be accepted for admissions purposes. Students must submit their official high school transcripts prior to the end of the first semester of enrollment. Without official high school transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official high school transcripts have been received in the Office of Undergraduate Admissions.

3.4 Applicants who do not meet the requirements for automatic admission may be considered through the multi-tiered admissions review process.

3.5 Applicants who are first-time new in college and whose high school class graduated two years or more prior to the date of application are exempt from providing SAT/ACT test scores, as well as the high school curriculum requirements.

3.6 Applicants who apply to transfer to A&M-Commerce and have attended a regionally accredited college or university after their high school graduating class (excluding the summer immediately following the graduation date of their high school class, regardless of the number of credit hours completed) with fewer than 12 transferable credit hours must qualify for admission based on policy for Freshman Admission: Home School Graduates.

4 TRANSFER ADMISSIONS REQUIREMENTS

A transfer student is defined as having attended a regionally accredited college or university after high school (excluding the summer immediately following the high school graduation date), regardless of the number of credit hours completed. Applicants must submit an official transcript(s) from all previously attended institutions.

- 4.1 Transfer admission to A&M-Commerce is based on a required cumulative GPA of 2.0 (on a 4.0 scale) on all transferrable college course work.
- 4.2 In the event a student is unable to obtain an official college transcript, unofficial college transcripts will be accepted for admissions purposes. Students must submit their official college transcripts prior to the end of the first semester of enrollment. Without official college transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official college transcripts have been received in the Office of Undergraduate Admissions.
- 4.3 Transfer applicants on academic suspension from another college or university are ineligible for admission to A&M-Commerce. When the period of suspension has passed, the student may be considered for admission.
- 4.4 Applicants who apply to transfer to A&M- Commerce and have attended a regionally accredited college or university after their high school graduating class (excluding the summer immediately following the graduation date of their high school class, regardless of the number of credit hours completed) with fewer than 12 transferable credit hours must qualify for admission based on policy for Freshman Admission.

5 INTERNATIONAL UNDERGRADUATE STUDENT ADMISSIONS

An international student is any degree-seeking student holding a non-immigrant visa. Residents of foreign countries who wish to enter the University should apply to the Office of Admissions well in advance of the semester they plan to attend. (Graduate students should apply to the Graduate School.) All admission requirements are to be completed a minimum of three months prior to the beginning of the semester. In the case of extenuating circumstances, exceptions to this timeline may be considered on an individual basis.

- 5.1 Admission to A&M-Commerce is based on any one of the following criteria:
 - 5.1.1 Test of English as a Foreign Language (TOEFL) Score of at least 550 paper version and 79 internet version or
 - 5.1.2 SAT Evidence Based Reading and Writing (EBRW) score of 560 or
 - 5.1.3 ACT English score of 21 or
 - 5.1.4 PTE Academic score of 53 or
 - 5.1.5 IELTS score of 6.0 overall band or
 - 5.1.6 Completing all four years in a high school within the U.S.

5.1.7 Applicants from countries experiencing a lack of access to the TOEFL and IELTS due to extenuating circumstances may submit Duolingo English Test (105 minimum) or English3 scores (67 minimum) to satisfy English proficiency requirements.

5.2 In the event a student is unable to obtain an official high school and/or college transcript, unofficial high school/college transcripts will be accepted for admissions purposes. Students must submit their official high school/college transcripts prior to the end of the first semester of enrollment. Without official high school/college transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official high school/college transcripts have been received in the Office of Undergraduate Admissions.

5.3 All F-1 and J-1 international students are automatically enrolled in The Texas A&M University System insurance plan (Associated Insurance Providers) each fall and spring semester unless they meet one of the following exemptions: student with a government scholarship that includes medical and repatriation/evacuation or student with a spouse employed in the U.S. who is covered through their spouse's insurance (student may be required to purchase separate repatriation and evacuation insurance). Medical and repatriation/evacuation insurance must meet the A&M System minimum coverage requirements. Insurance coverage is for the entire year.

5.4 International students who hold F-1/J-1 visas are not eligible for non-degree or provisional student status.

6 READMISSIONS

Applicants who have attended A&M-Commerce as an undergraduate degree-seeking student and wish to return in that same classification and who have not been in attendance in the long semester (fall, spring) preceding the semester of anticipated return must apply for readmission.

6.1 Applicants must submit an official transcript(s) for any course work taken at another college or university.

6.2 In the event a student is unable to obtain an official college transcript, unofficial college transcripts will be accepted for admissions purposes. Students must submit their official college transcripts prior to the end of the first semester of enrollment. Without official college transcripts on file, students will be unable to register for subsequent semesters or request a TAMUC transcript until all official college transcripts have been received in the Office of Undergraduate Admissions.

7 CONCURRENT ADMISSIONS

High school seniors may enroll in seated college-level courses on the A&M-Commerce campus beginning with the summer session following their junior year. Juniors and sophomores may enroll in college-level courses with prior approval from the principal of the high school and the Dean of the College of Innovation and Design.

7.1 For concurrent admission, applicants must qualify for college-track courses (remediation courses are not an option), submit a letter of recommendation from a school principal, counselor or parent (if home schooled); as well as meet one of the following three (3) criteria:

7.1.1 Have a cumulative grade average of “A” 90% in high school work through the junior year, included selected core course in English, math, history and laboratory science.

7.1.2 Have an SAT combined math and evidence-based reading/writing score of 1060.

7.1.3 Have an ACT composite score of 21 or greater.

7.2 Concurrent students may enroll in a maximum of two lower-division core curriculum classes per semester.

8 DUAL CREDIT

Dual credit is a system under which an eligible high school student enrolls in college course(s) and receives credit for course(s) from both the college and the high school. Dual credit courses may be taught on the high school campus by an approved instructor on the college campus. Dual credit courses include both academic and technical courses. Refer to the following link for the most current Dual Credit Requirements: [Texas Administrative Code Rule §4.85](#).

9 SECOND CHANCE

Any students who graduated from high school and chose to attend a four-year institution, but did not perform as well as they desired, are eligible for one more opportunity at A&M-Commerce to go through the admission process as a transfer applicant, based on the freshman admission criteria if they do not meet the criteria for admission as a transfer student.

9.1 Second Chance Applicants must submit an official high school transcript or GED/HiSET equivalent along with all official transcripts from each previous college/university attended and ACT or SAT test scores within the past two years of taking them.

- 9.2 If admitted, applicant is admitted on Probation and may be limited on how many hours they can enroll in for their first semester. Regular meetings with their Team Academic Advisor within their academic college and re-taking any core related classes to replace failed grades for the purpose of improving the cumulative GPA is strongly recommended.
- 9.3 Students admitted under the Second Chance initiative are not eligible for freshman nor transfer institutional scholarships.
- 9.4 Once admitted, students must meet institutional GPA requirements to remain in good standing.

10 BACTERIAL MENINGITIS VACCINATION REQUIREMENT

Effective October 1, 2013, Texas Education Code §51.9192 is amended to require all students (under age 22) entering an institution of higher education (public and private) to either receive a vaccination against bacterial meningitis or meet certain criteria to decline the vaccination 10 days before the first day of the semester. [Bacterial Meningitis Information](#)

11 CONDUCT REQUIREMENTS FOR ADMISSIONS

11.1 Each applicant will disclose:

- 11.1.1 Criminal conviction histories (excluding juvenile adjudications) involving acts of violence or sexual misconduct;
- 11.1.2 Past substantiated or pending conduct charges involving acts of violence or sexual misconduct at a postsecondary institution;
- 11.1.3 Expulsions or suspensions from postsecondary institutions for acts of violence or sexual misconduct.

11.2 If the applicant reports one or more convictions or past substantiated or pending conduct charges, the Office of Admissions will forward the application to the Criminal Background Review Team, appointed by the Vice President for Enrollment Management, for further evaluation and assessment. . The team must carefully evaluate and assess the relevance of an individual's previous criminal convictions/past substantiated or pending conduct charges regarding the applicant's admissions and enrollment at the University and their engagement/participation in university activities/services. Admissions will request the following:

- 11.2.1 The specifics of all prior criminal convictions and dates of occurrence;

- 11.2.2 For applicant in parole or probation status, references must be provided from the Texas Department of Criminal Justice Parole Division, including the name and addresses of parole or probation officers. Parole and probation officials should be questioned as to whether the individual's admission as a student or participation in the activities/services requested are consistent with the student's parole or probation conditions or would pose a threat to the safety of the campus community;
- 11.2.3 Documentation of past substantiated or pending conduct charges from postsecondary institutions;
- 11.2.4 A personal interview to either clarify or verify information if desired by the team or Vice President for Enrollment Management.
- 11.3 After reviewing all available information, the team must recommend whether to grant or deny the individual's admission or participation in the activities/services requested or to grant such admission/participation subject to articulated conditions to the Vice President for Enrollment Management. Admission and/or participation in requested activities/services may only be denied if such admission/participation would pose an unreasonable risk to property or the safety or welfare of specific individuals or the general public. The Vice President for Enrollment Management will make the final decision to grant or deny the individual's admission or participation in the activities/services requested.

Related Statutes, Policies, or Requirements

Texas Education Code [§28.009 College Credit Program](#)

Texas Administrative Code [§§4.81-4.58 Dual Credit Partnerships between Secondary Schools and Texas Public Colleges](#)

Texas Education Code [§51.9192 Bacterial Meningitis Vaccination Requirements for Certain Students; Exceptions](#)

Texas Administrative Code [§21.613 Immunization Requirement](#)

Texas Administrative Code Subchapter C [Texas Success Initiative](#)

Texas Administrative Code [§5.5 Uniform Admission Policy](#)

System Policy [11.04 Admission Standards](#)

System Policy [11.99.02 Conduct Requirements for Admissions Applications and Transcripts](#)

Revision History

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Contact Office

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