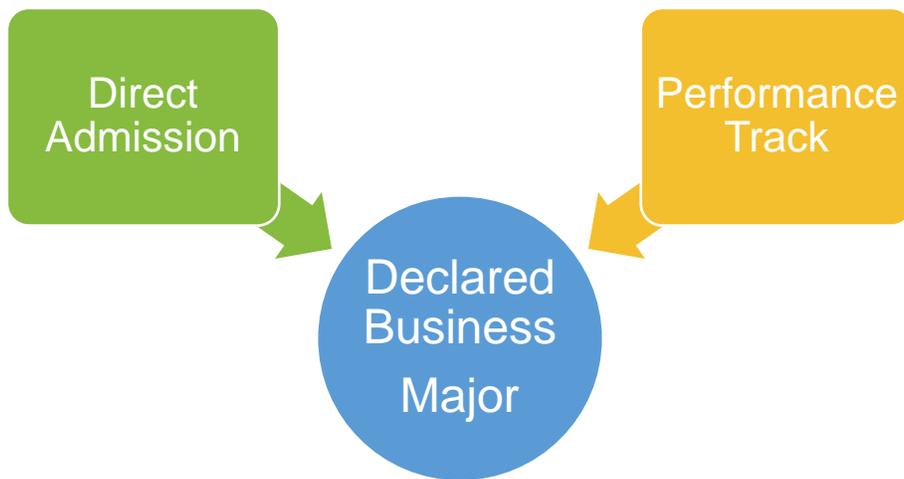


College of Business Undergraduate Admission Policy for the Bachelor of Business Administration Degree

BUSINESS PATHWAY AT UTSA

The College of Business (COB) at UTSA seeks to use available resources in ways that best prepare as many qualified students as possible for careers in business. Because there are many more students interested in the study of business than the college can accommodate, the undergraduate admission policy seeks to identify those students most likely to succeed in an undergraduate business education.

There are two paths students can take to gain admission to a Bachelor of Business Administration degree: Direct Admission and the Performance Track. Students who meet direct admission requirements may declare their BBA major their first semester at UTSA. Students who do not meet the direct admission criteria will have the opportunity to earn admission to the BBA degree major if they qualify to compete as a pre-business major.



Students who do not meet the requirements for declaration of a BBA major are not admitted to the college but may complete requirements for any other major at UTSA for which they are eligible. A business minor is available to all UTSA students who seek a strong foundation in business. Students with majors outside of the College of Business may not seek more than one business minor.

DIRECT ADMISSION CRITERIA

FRESHMEN AND FRESHMEN TRANSFERS

Applicants entering UTSA from high school, and transfer students who have completed fewer than 30 hours of transferable college credit will be directly admitted to any BBA major if they meet the requirements listed under option 1 or option 2 below:

OPTION 1:

- Meet all UTSA undergraduate admission requirements.
- Are ranked in the top 25 percent of their high school graduation class.
- Earn an SAT score of 1100 or higher (old SAT), 1170 or higher (new SAT), or a 24 composite score on the ACT or higher.
- Have successfully completed evaluation under the Texas Success Initiative (TSI) for unencumbered registration for courses.

OPTION 2:

- Meet all UTSA undergraduate admission requirements.
- Earn an SAT score of 1200 or higher (old SAT), 1270 or higher (new SAT), or a 26 composite score on the ACT or higher.
- Have successfully completed evaluation under the Texas Success Initiative (TSI) for unencumbered registration for courses.

TRANSFER STUDENTS

Applicants who have completed 30 or more hours of transferable college credit will be directly admitted to any BBA major if they:

- Meet all UTSA undergraduate admissions requirements.
- Have a cumulative transfer Grade Point Average (GPA) of 3.0 or higher.
- Have completed [MAT 1133](#) Calculus for Business (TCCN MATH 1325) or equivalent with a grade of C- or better.
- Have successfully completed evaluation under the Texas Success Initiative (TSI) for unencumbered registration for courses.

PERFORMANCE TRACK

Applicants who do not meet the direct admission criteria will have the opportunity to earn admission to the BBA degree major if they qualify to compete as a pre-business major. In order to qualify as a pre-business major, students must meet the following criteria:

- successfully completed evaluation under the Texas Success Initiative (TSI),
- qualify for enrollment in [MAT 1053](#) Mathematics for Business or a higher level mathematics course, and
- qualify for enrollment in [WRC 1013](#) Freshman Composition I (Q) or higher.

Pre-business students will be evaluated for admission to the BBA after they complete the following coursework:

- [WRC 1013](#) Freshman Composition I (grade of C- or better) or equivalent (TCCN ENGL 1301)
- [MAT 1133](#) Calculus for Business (grade of C- or better) or equivalent (TCCN 1325). [MAT 1214](#) Calculus I for majors in Actuarial Science (grade of C- or better).
- 12 credit hours of UTSA business courses required in the Common Body of Knowledge (CBK)

The number of students admitted to the UTSA College of Business each semester will depend upon several factors to include the capacity of the College of Business, strategic enrollment goals of UTSA, and the size and quality of the application pool. Therefore, admission to the UTSA College of Business is not guaranteed.

The admission decision will be based on the GPA for all COB courses completed **at UTSA**. The minimum COB GPA to be used as a basis for admission decisions will be announced by the COB prior to census date each academic semester. Students will have one chance to be evaluated for admission. Students who are not admitted to the college once evaluated are not eligible to complete a bachelor's degree in business at UTSA. They will be changed from pre-business (PRB) to undeclared (UND) and must choose a major other than a business discipline.

Non-admitted students may elect to complete a business minor approved for nonbusiness students and will only be permitted to take additional business courses that are required for these minors.

WHAT IS THE GATEWAY COURSE FOR THE COLLEGE OF BUSINESS?

Students pursuing a BBA degree must successfully complete MAT 1133 (Calculus for Business) with a C- or better in no more than two attempts. A student who is unable to successfully complete this course within two attempts, including dropping the course with a grade of "W" or taking an equivalent course at another institution, will be required to change his or her major outside of business.

Business courses begin with the following prefixes:

ACC	Accounting	MOT	Management of Technology	GBA	General Business Administration
BLW	Business Law	IS	Information Systems	MS	Management Science
ECO	Economics	MGT	Management	STA	Statistics
FIN	Finance	MKT	Marketing	RFD	Real Estate Finance & Development
ENT	Entrepreneurship	FM	Facility & Property Mgt	SET	Sports Event Tourism

DECLARATION OF MAJOR POLICY FOR THE BACHELOR OF ARTS IN ECONOMICS AND THE BACHELOR OF SCIENCE IN STATISTICS

Students seeking a BA in Economics or a BS in Statistics must have a 2.0 UTSA GPA and transfer students must have a 2.0 transfer GPA to declare the major. Declaration of major forms may be submitted to the student's primary academic advisor. Students seeking these degrees are subject to the academic standing policy of the College of Business.

1. WHAT IS THE GATEWAY COURSE FOR THE COLLEGE OF BUSINESS?

Many UTSA majors have designated certain courses as Gateway Courses. Gateway Courses are generally courses that are necessary for students to progress through their chosen major and are usually those courses which contain material in which a student needs a clear-cut comprehension in order to be successful in completing other course requirements for the major.

Students pursuing a BBA degree must successfully complete MAT 1133 Calculus for Business (grade of C- or better) in no more than two attempts. A student who is unable to successfully complete this course within two attempts, including dropping the course with a grade of "W" or taking an equivalent course at another institution, will be required to change his or her major outside of business.

2. WHY DOES THE COB HAVE A SEPARATE ADMISSIONS POLICY?

The College of Business wants to give all students who wish to study business a chance to join the college. At the same time, more students wish to study business than the college has resources. To provide the highest quality faculty and services, the college must limit the number of students who are admitted into the College of Business.

3. DO MOST BUSINESS SCHOOLS HAVE ADMISSIONS POLICIES?

All competitive business schools have rigorous admissions policies. Remember, declaring your major is equivalent to being admitted to the College of Business.

4. HOW DOES THE NEW ADMISSIONS POLICY WORK?

The changes take effect for the incoming students of fall 2018. Incoming first-time freshmen and freshmen transfers and transfers who meet direct admission criteria will be admitted to the College of Business and will declare a BBA major their first semester at UTSA.

If students do not meet the direct admission requirements, students pursuing a BBA degree under the performance track will be evaluated for admission to the College of Business at the end of the semester in which they complete their 12th business credit hour at UTSA including successful completion of two required courses: math (MAT 1133) and a writing course (WRC 1013) with a "C-" or higher. Once students hit their 12th business hour at UTSA and satisfy the required courses, they will be ranked by their COB. Students must be in good academic standing to be admitted to the COB. GPAs from other institutions have no weight in the decision.

5. I AM A FRESHMEN AND I HAVE DUAL CREDIT AND/OR AP CREDIT FOR A BUSINESS COURSE. WILL THIS AFFECT MY EVALUATION FOR ADMISSION TO THE COLLEGE OF BUSINESS?

If any of the business courses have been completed at another institution, students must take additional business courses at UTSA to meet the 12-hour rule. The 12-hour rule says that in the semester that a pre-business student completes the 12 business hours at UTSA, he/she will be evaluated for admission to the College of Business.

6. DO I NEED TO SUBMIT AN APPLICATION TO BE EVALUATED FOR ADMISSION?

There is no application process.

Direct Admission: Students who meet the COB direct admission requirements will receive an email from the College of Business after census date their first semester at UTSA. Students will be notified of their admission status through their preferred email address as designated in the university system (ASAP).

Performance Track: In the semester the student completes 12 semester credit hours in business at UTSA, the student will be evaluated for admission. Students will be notified of their admission status through their preferred email address as designated in the university system (ASAP).

7. WHY DO I NEED TO WAIT UNTIL CENSUS DATE TO RECEIVE NOTIFICATION FOR DIRECT ADMISSION TO THE COB?

Direct Admission evaluation will occur at the same time for all students after census date. Students are evaluated for direct admission the first semester they attend UTSA before official grades are posted. Census date information is published each term by the Registrar's Office, and the specific date for each term can be found by viewing the Academic Calendar online. Incoming students who meet direct COB admission requirements will not be able to declare a BBA major before this time.

8. I AM INCOMING TRANSFER, HOW WILL MY GRADE POINT AVERAGE (GPA) BE CALCULATED FOR DIRECT ADMISSION?

Your GPA will include ALL grades transferred from all institutions per UTSA policy.

9. HOW MANY STUDENTS WILL BE ADMITTED EVERY SEMESTER UNDER THE PERFORMANCE TRACK?

Each semester the college will assess how many slots are available based on the resources available. The number will vary each semester. For reference, under the prior admissions criteria 70% of pre-business students were admitted on average to the COB in the years 2010-2016.

10. WHAT GPA DO I NEED FOR ADMISSION UNDER THE PERFORMANCE TRACK?

The minimum COB GPA to be used as a basis for admission decisions will be announced by the college prior to census data each semester.

11. I AM TAKING BUSINESS CLASSES AT UTSA IN THE SUMMER TERM AND WILL COMPLETE 12 BUSINESS HOURS. WHEN WILL I BE EVALUATED?

There are several summer sessions during the summer period (examples: 5-week session, 10-week session) at UTSA. Evaluation for COB admission occurs at the end of the summer term. Academic standing will be updated at that time. If you will hit your 12th business hour during the summer, make sure that you complete the required courses and that your UTSA and COB GPAs are in great shape.

12. WHAT CAN I DO TO MAXIMIZE MY CHANCES OF BEING ADMITTED TO THE COB UNDER THE NEW ADMISSION POLICY?

Earn the best grades possible by devoting yourself to your studies. Make sure that you complete the required courses by the time you complete your 12th business hour and that your UTSA and COB GPAs are in great shape. Academic performance is the key to admission.

13. WHAT HAPPENS IF I AM NOT ADMITTED TO THE COB UNDER THE NEW COB ADMISSION POLICY?

Students who are not admitted to the COB must choose any major outside of the COB for which they qualify. Students will be changed from Pre-business (PRB) to Undeclared (UND) and must choose a major other than a business discipline.

14. DO I GET A SECOND CHANCE IF I AM NOT ADMITTED THE FIRST TIME?

Each student receives one chance for admission.

15. WHAT HAPPENS IF I EARN 12 BUSINESS HOURS AT UTSA BUT I DO NOT COMPLETE THE REQUIRED COURSES (MAT 1133 AND WRC 1013)?

A student who does not complete the required courses when he/she earns the designated UTSA COB 12 semester credit hours will forfeit the opportunity to be admitted to the college. No exceptions. The student will have to seek a major outside of business.

16. CAN I AVOID BEING EVALUATED IF I FEEL LIKE MY GRADES AREN'T COMPETITIVE?

No. When a student completes the 12 business hours at UTSA, he/she will be evaluated by the college.

17. IF I AM NOT ADMITTED, CAN I APPEAL THE DECISION?

Only students who have severe, extenuating, and verifiable circumstances may appeal. We expect these appeals to be rare. Some examples of a severe situation include: severe illness requiring hospitalization and/or medical care of significant duration or immediate military deployment. Verifiable situations are ones that can be independently confirmed by an authoritative source like a physician. The college will confirm the veracity of all documentation.

18. IF I AM NOT ADMITTED I WON'T KNOW WHAT ELSE TO STUDY; I ONLY WANT TO STUDY BUSINESS. IS THERE ANY WAY I CAN GET BACK IN?

Earn high grades and you will be a competitive candidate for admission. If you are not admitted, the truth is you don't have to study business to have a career in business. Focus on building the skills that organizations need most. These include problem solving and critical thinking. Lots of majors can help you build these skills.

19. ONCE I AM ADMITTED, CAN I BE EXITED FROM THE COLLEGE OF BUSINESS?

Students will not be exited from the College of Business EXCEPT if they are dismissed from UTSA once they are declared business majors. Declared business students dismissed from UTSA may not return to the COB for an undergraduate degree. Upon return to UTSA, they must select a major outside of business. Only students who have severe, extenuating, and verifiable circumstances may appeal back to the College of Business.

20. CAN I REGISTER FOR MAJOR RESTRICTED CLASSES BEFORE BEING ADMITTED TO THE COLLEGE OF BUSINESS?

No. Students will only be able to register for major restricted courses once they have been admitted to the College of Business. No exceptions.