



## **Domestic Undergraduate Admission**

### **Purpose**

The purpose of this policy is to set forth the requirements for regular admission for domestic undergraduate students at Stephen F. Austin State University.

### **Persons Affected**

This policy applies to domestic students seeking admission to Stephen F. Austin State University for a semester immediately following high school graduation (hereafter referred to as first-year applicants) and all domestic transfer applicants who are not on suspension from SFA or another institution of higher education.

### **Definitions**

1. **First-Year Applicant:** The term “first-year applicant” means a student who has not previously enrolled in credit courses at any other institution of higher education following high school graduation, excluding the summer immediately prior to fall enrollment, and who has submitted a complete application for admission, including all required supporting materials, to SFA.

For the purpose of this policy, the term “first-year applicant” includes a student who has earned college credits via dual credit, advanced placement, international baccalaureate, college level examination program, or similar.

2. **Transfer Applicant:** The term “transfer applicant” means a student who has attended another institution of higher education following high school graduation and who has submitted a complete application for admission, including all required supporting materials, to SFA.

For the purpose of this policy, the term “transfer applicant”:

- a. includes a student who has previously been enrolled as a degree-seeking student at SFA who is not on suspension from SFA or another institution; and,
  - b. excludes a student who earned college credit via dual enrollment or similar prior to high school graduation.
3. **Transient Applicant:** The term “transient applicant” means a student who is a degree-seeking student at another institution of higher education and enrolls at SFA for the purpose of earning credit to be applied to a degree at the home institution.
  4. **Non-traditional Student Applicant:** The term “non-traditional student applicant” means a student who is 23 years of age or older by the first day of classes for the semester of intended enrollment and military service veterans regardless of age.



5. **Enroll:** The official process by which a student signs up to take a class(es) offered by SFA. May include online or in-person registration by the student or a university official on the student's behalf.
6. **Semester:** The term during which courses are taught, including alternative terms other than fall, spring, and summer.
7. **Standardized Test Scores:** The Scholastic Aptitude Test (SAT) and/or the American College Test (ACT).

### **Policy**

Admission requirements at SFA for each undergraduate students depends on a series of factors (including class rank and test scores). The university's admission requirements are designed to maximize opportunity and access for all Texans, within parameters established by applicable laws. The following lists the different requirements for each type of applicant:

1. **Traditional first-year applicants**
  - a. **Standardized test scores**
    - i. Depending upon a freshman applicant's high school rank, official test results from the ACT or SAT exam may be required for admission review.
    - ii. Freshman applicants are required to submit ACT or SAT test results for scholarship review unless suspended by the president.

- b. **High school preparation**

SFA requires first time freshman applicants to have completed the Recommended High School Program, the Distinguished Achievement Program, and Endorsement Program with Algebra II or Distinguished with Endorsement Program or a comparable curriculum.

- c. **Admission requirements**

Applicants for admission to SFA will be required to meet minimum class rank and/or rank with test scores:

- i. Top 25%; no minimum score
      - ii. 2nd quarter; SAT 1030 or ACT 20
      - iii. 3rd quarter; SAT 1170 or ACT 24
      - iv. 4th quarter; file review

- d. **File review**

The admission files of applicants who do not meet the class rank and/or test score requirements will be individually reviewed.



- i. Factors used in the review process include an applicant's high school record, class rank, curriculum rigor, and standardized test score on the SAT or ACT. Additional factors such as high school activities, responsibilities while attending high school, bilingual proficiency and region of residence will also be taken into consideration.
- ii. Admission will be granted to students who have been awarded a competitive scholarship of \$500 or more by an official SFA scholarship committee or a designated representative charged with identifying the eligible student(s) that best fit the criteria for a particular competitive scholarship.

## 2. Graduates of Home School and GED Earners

Applicants who graduate from home school or earn a General Education Development (GED) certificate will be assigned a class rank comparable to the average class rank of other applicants who have equivalent ACT or SAT scores.

- i. Home-schooled applicants must submit official SAT or ACT scores and an official notarized academic transcript.
- ii. GED applicants must submit official GED scores and SAT or ACT scores.

## 3. Graduates of Non-Ranking and Non-Accredited High Schools

Applicants who graduate from non-ranking high schools and non-accredited high schools will be assessed on an individual basis. Any student attending a non-accredited high school must submit an official high school transcript and official SAT or ACT scores.

## 4. First-year Applicants with Dual Credit and/or Dual Enrollment

First-year applicants who have attempted college-level courses while in high school must earn a 2.0 minimum GPA on all attempted transferable college course work.

## 5. Transfer Applicants

Students applying to Stephen F. Austin State University (SFA) who have attended accredited institutions of higher education since graduating from high school must apply as transfer students.

- a. Transfer applicants must have a cumulative 2.0 grade point average (GPA) (using a 4.0 scale) on all transferable work attempted.
- b. Transfer applicants who have attempted 15 or more semester hours must have the required 2.00 GPA and must not be on academic suspension.
- c. Transfer applicants who have fewer than 15 semester hours of transferable college credit
  - i. must have the required cumulative 2.00 GPA; and,
  - ii. must also satisfy eligibility requirements for first-year applicants.

## 6. Non-Traditional (or mature) student applicants



Applicants who are 23 or older will be individually reviewed for admission. Factors considered include individual educational, work and personal life experiences. Military service veterans may be reviewed as non-traditional applicants regardless of age.

7. Transient student applicants

- a. Transient (or visiting) students are required to submit a completed undergraduate application, the application fee and official transcript from their current or last institution attended.
- b. Students must be in good academic standing at the last institution attended in order to be eligible for admission as transient students.
- c. Transient students may be waived from TSI requirements
- d. Transient students who later decide to continue their academic studies at SFA as a degree-seeking student must apply and meet the admission requirements as a transfer student.
- e. Beginning freshman students cannot apply as transient students.

8. Appeals of the admission decision

Applicants who are denied admission may appeal the admission decision. Appeals are reviewed by the Admission Appeals Committee.

**Related Statutes or Regulations, Rules, Policies, or Standards**

Tex. Educ. Code §§ 51.803, .805, .809, .9241; 54.001-54.209

Regents' *Rules and Regulations*, Rule 40303, Admissions Procedures for U.T. Institutions

SFA HOP 02-214 In-Residence Requirement

**Responsible Executive**

Vice President for Enrollment Management

**Forms**

None

**Revision History**

September 1, 2023 (original)