

Undergraduate Admission and Credits

Original Implementation: September 8, 1978

Last Revision: July 21, 2020

Stephen F. Austin State University (SFA) encourages qualified students to apply for admission. Students seeking admission should make every effort to complete the appropriate procedures as soon as possible. Undergraduate application for admission, preliminary academic counseling and evaluation of previous college course work are available on campus in the Office of Admissions.

Application

Applicants must complete the a Apply Texas Application. It is strongly recommended that applicants apply by completing the electronic version of the Apply Texas Application, which is available at www.applytexas.org.

All new and returning undergraduate applicants for admission are required to submit a non-refundable application fee.

First-Semester Freshmen

First-semester freshmen applicants are those who have graduated from high school and have not attended a college or university since high school graduation. Students who have earned college credits by way of Advanced Placement, International Baccalaureate, College Level Examination Program, dual credit or early college high school program while in high school are considered first semester freshmen. Depending upon a freshman applicant's high school rank, official test results from the ACT or SAT exam may be required for admission review. Freshman applicants are required to submit ACT or SAT test results for scholarship review.

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 to ensure they have received adequate preparation for college-level work. Applicants who have not completed one of these programs will need to demonstrate that they have completed a high school curriculum more rigorous than what is required of the minimum graduation plan, basic plan or foundation plan. Applicants from accredited private high schools and out-of-state high schools will be required to complete a curriculum similar to the Endorsement Program with Algebra II or Distinguished with Endorsement Program.

Admission Requirements

Applicants for admission to SFA will be required to meet the following class rank and minimum test

scores:

High School Rank	SAT Score (Not including writing)	ACT Score (Not including writing)
1 st quarter		
Top 10%	No minimum score	No minimum score
Top 25%	No minimum score	No minimum score
2 nd quarter	1030	20
3 rd quarter	1170	24
4 th quarter	File review	File review

Review Process

The admission files of applicants who do not meet the rank-in-class and test score requirements will be individually reviewed. Admission will be offered to those applicants who demonstrate potential for academic success. It is recommended that applicants complete Part II of the Apply Texas Application, as this information will assist with the review process. 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. 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.

Graduates of Home School and GED Recipients

Applicants who graduate from home school or receive a General Education Development certificate will be assigned a class rank comparable to the average class rank of other applicants who have equivalent ACT or SAT scores. Home-schooled applicants must submit official SAT or ACT scores and an official notarized academic transcript. The Office of Admissions has a notary on staff who can notarize transcripts free of charge. GED applicants must submit official GED scores and SAT or ACT scores. Applicants who meet rank and score requirements will be admitted. Like all other applicants, if rank and score requirements are not met, a holistic review will be performed. Those applicants who exhibit probability of success may be admitted based on the review.

Graduates of Non-Ranking and Non-Accredited High Schools

Those 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. Applicants whose academic background indicates probability of success may be admitted.

Freshman 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. Failure to do so may result in the imposition of academic probation during the first semester of enrollment or the withdrawal of the SFA admission offer.

Other than the Dual Credit Program, SFA does not admit any applicant for any semester that begins prior to the graduation of her/his high school class.

Non-traditional / Mature Students

Applicants who have not attended high school in the previous five years or who have not attended college for an extended period of time may apply for mature student admission. Eligibility for admission will be based on the ability to succeed at SFA utilizing individual educational, work and personal life experiences. Military service veterans with honorable or general discharges are eligible to apply for mature student admission. Applicants who did not graduate from high school are required to submit official GED scores.

Transfer Students

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

Transfer applicants must have a cumulative 2.0 grade point average (GPA) (using a 4.0 scale) on all transferable work attempted [see Course Grades (5.5)]. Transfer applicants who have fewer than 15 semester hours of transferable college credit must have the required cumulative 2.00 GPA and must also satisfy eligibility requirements for first-semester freshmen. Transfer applicants who have attempted 15 or more semester hours must have the required 2.00 GPA and must not be on academic suspension.

Although transfer students with less than a 2.0 grade point average are not eligible for admission into the fall or spring semesters, those who are not currently on academic suspension at another institution are eligible for provisional admission to a summer term. Summer provisional students may be eligible to enroll for subsequent semesters if they complete nine semester hours of non-developmental coursework as approved by their academic dean and earn at least a 2.0 grade point average on all work attempted.

Applicants who are denied admission as transfer students may appeal the admission decision through the Transfer Appeals Program in the Office of Admissions. Appeals are reviewed by the Admission Appeals Committee.

Students admitted through this procedure are assigned to the Student Success Center for advisement.

Transfer Credits

The university accepts transfer credit from accredited institutions and online course programs on a course-by-course basis as determined by the Office of Admissions. All courses are examined in terms of content, level, and credit hours awarded, and are subject to the following conditions:

- An SFA course prefix and number are assigned when the content of the transfer course is equivalent, and when the course was taught on the same level.
- General enbloc credit is assigned to a course that is transferable but is not an exact equivalent by level or by description. In this case, the credit is awarded on the same level as was attempted at the transferring institution, and the student's academic dean will determine its applicability toward the intended degree program.
- Most academic credit is transferable with the exception of remedial or developmental courses. Some departments may limit the number of credit hours that may be applied toward a degree.
- A maximum of 66 academic hours plus four hours of kinesiology activity from junior or community colleges may apply toward a degree, unless an exception has been granted by the provost and vice president for academic affairs.
- Courses transferred from a community college may be transferred only as a lower-level course and may not be considered as advanced upper-level credit.
- There is no limit for undergraduate credits transferred from four-year institutions.
- Course work earned from educational experience obtained in the armed forces is accepted in transfer on a limited basis. The "Guide to the Evaluation of Educational Experience in the Armed Services" is used by the Office of Admissions for evaluating military credit. Military transcripts such as the AARTS, SMART, Community College of the Air Force and the Coast Guard Institute, and the joint services transcript are used in the evaluation review process.
- Credit for vocational/technical courses, experiential learning and professional certification programs can be used in the Bachelor of Applied Arts and Sciences degree program or articulation agreements approved by the provost and vice president for academic affairs.

Students may repeat courses taken at SFA at other accredited institutions. Transfer hours will, however, be governed by the following rules:

1. The grades earned at SFA will remain on the transcript.
2. The hours attempted at SFA will not be changed as a result of course work completed elsewhere.
3. Transfer credit for a course originally taken at SFA has no effect on the grade point average for work attempted at SFA. Only credit hours transfer; grades for courses do not transfer.
4. Transfer hours of repeated work may be used to satisfy degree requirements other than those related to grade point average.

Former Students

Students who have previously attended SFA and who have not enrolled for the previous fall or spring semester must satisfy the following re-enrollment requirements:

1. Submit a completed Apply Texas Application for Former Students with a non-refundable application fee.
2. Submit official transcripts from all post-secondary educational institutions attended since last enrolled at SFA.

Former students must have earned a 2.0 GPA on all transferable coursework completed at other institutions since their last enrollment at SFA. Students currently on academic suspension from other institutions are not admissible.

Provisional Admission Programs

First-semester freshman applicants not meeting the admission requirements may become eligible for regular admission by enrolling in the JacksPASS Program. More information about the program may be obtained from the Office of Admissions.

Transfer students with less than a 2.0 GPA who are not currently on academic suspension at another institution are eligible for provisional admission to the Summer Provisional Program. Students who complete nine semester hours (excluding developmental courses) of work in Summer I and Summer II semesters combined and earn at least a 2.0 GPA on all work attempted may be eligible to enroll for the fall semester. The nine hours taken must be approved by the appropriate academic dean before courses begin.

Students returning to SFA with transfer coursework with less than a 2.0 GPA and are not currently on suspension from SFA or another institution also are eligible for the Summer Provisional Program.

Students who do not successfully complete the Summer Provisional Program as specified by their academic dean may only be re-admitted to SFA upon presentation of academic credits transferred from all post-secondary institutions attended for which the overall GPA is 2.0 or higher. Calculation of this GPA will be based on all non-SFA academic credits earned; it will include credit earned both before and after participation in the SFA Summer Provisional Program

Transient Students

Transient (or visiting) students planning to attend fall, spring, summer I or summer II are required to submit a completed undergraduate application, the application fee and official transcript from their current or last institution attended. Students must be in good academic standing at the last institution attended in order to be eligible for admission as transient students. Student currently on suspension from another educational institution are not eligible for admission as transient students.

Transient students are subject to all applicable SFA probation/suspension policies. Transient students may be waived from TSI requirements while non-degree seeking Transient students who later decide to continue their academic studies at SFA must apply and meet the admission requirements as a transfer student. Beginning freshman students cannot apply as transient students.

Policies and procedures of the Texas Higher Education Coordinating Board and other applicable accreditation bodies will be followed regarding transfer of core curriculum courses, fields of study courses, and any transfer credit disputes.

Cross Reference: General Bulletin; Course Grades (5.5); In-Residence Requirement (6.15); Tex. Educ. Code § 51.9241

Responsible for Implementation: Executive Director of Enrollment Management

Contact for Revision: Executive Director of Enrollment Management

Forms: None

Board Committee Assignment: Academic and Student Affairs Committee

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