The University of Texas at San Antonio

The Graduate School

Graduate Student Resources

The Graduate School (http://graduateschool.utsa.edu) at UTSA is the centralized office for all graduate-related services. In collaboration with the academic colleges and student services offices, The UTSA Graduate School provides services in the areas of recruitment (including diversity initiatives), admissions, general orientation, retention workshops, evaluation of the graduate experience, faculty and staff resources, as well as thesis and dissertation submission services.

Academic Common Market

The Academic Common Market is an interstate agreement for sharing academic programs through an exchange of students across state lines. Fifteen southern states take part in the Academic Common Market. Texas, Florida and North Carolina participate at the graduate level only. (Undergraduate and graduate students interested in participating in exchange programs with other universities, either in the United States or abroad, should contact the Office of International Programs.) Selected out-of-state programs that are not offered in a student’s home state can be accessed through the Academic Common Market at in-state tuition rates.

Further information on the Academic Common Market may be obtained from the Texas State Coordinator (http://www.cep.unt.edu/ACM.html#TX) for the Academic Common Market, Texas Higher Education Coordinating Board, P.O. Box 12788, Austin, Texas 78711, or by calling 512-427-6518.

Graduate Student Success Series

The Graduate School is partnering with UTSA academic and student services departments to provide our graduate students the opportunity to take learning beyond the classroom. The Graduate Student Success series allows graduate students the flexibility of weekend and evening workshops coupled with information that will enhance their academic experience at UTSA. These workshops are free to students and their guests. Find more information on The Graduate School Web site (http://graduateschool.utsa.edu/current-students/category/graduate-student-success).

Cooperative Consortium

A cooperative arrangement between The University of Texas System and The Texas A&M University System allows a graduate student at one institution to use unique facilities or access courses at the other institution with a minimum of paperwork. The graduate student registers and pays fees at the home institution and may retain any fellowship or financial assistance awarded by it. Space must be readily available, and the instructor or laboratory director of the proposed work must consent to the arrangement. Approval must be given by the graduate dean of each institution.

Graduate Exchange Students

A graduate student who is degree-seeking at another U.T. System institution and is interested in registering for courses at The University of Texas at San Antonio through a reciprocal exchange program with the student’s home institution must apply as a special graduate student. Special graduate students may register for any master’s-level or undergraduate course for which they have the necessary prerequisites, provided that space is available and that they have the approval of the course instructor. Students who wish to take a graduate course in a discipline other than that for which they have been authorized upon admission must obtain the approval of the authorized representative of the discipline offering the course. Academic credit earned is subject to the transfer policy of the student’s home institution. Special graduate student instructions and rules are provided in the UTSA Graduate Catalog.

A special graduate student may apply as a degree-seeking student to The University of Texas at San Antonio and must follow the rules of graduate degree-seeking applicants and submit all required admission materials by the appropriate deadline as described in the UTSA Graduate Catalog.

For assistance, please contact the Graduate Student Exchange Coordinator, Director of Graduate Admissions at 210-458-4331.

Graduate Entrance Exams

TOEFL

TOEFL testing is administered by computer in the Office of Testing Services at their Main and Downtown campus locations according to the schedule established by ETS and Prometric. TOEFL schedule and registration information can be accessed at www.ets.org/toefl/ (http://www.ets.org/toefl).

GMAT

The Graduate Management Admission Test is required of students who wish to pursue graduate work in business. The GMAT is not given on the UTSA campus but is administered through Prometric. Students interested in registering for the GMAT examination should call 1-800-717-GMAT or visit www.mba.com (http://www.mba.com).

GRE

The Graduate Record Examination is required of students who wish to pursue graduate work in any area other than business. The GRE is not given on the UTSA campus but is administered through Prometric. Students interested in registering for a GRE examination should call 1-800-GRE-CALL or visit the ETS Web site at www.ets.org/gre/ (http://www.ets.org/gre).