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 Professional Development Center

One of the key principles of the newly refined mission, vision, and purpose of The Graduate School focuses on professional development and student success for graduate students and graduate school alumni. The new mission and vision received a brick and mortar commitment with the opening of the first fully functional Graduate Student Professional Development Center in the entire University of Texas System.

The Graduate Student Professional Development (GSPD) Center allows graduate students the opportunity to become life-long learners and prepare to be future leaders in industry and academia. The Center encourages student engagement and fosters a sense of community through resources including state of the art technology and a holistic venue for interdisciplinary networking. The GSPD Center also provides countless resources including:

• Student lounge
• Group study areas
• State of the art technology
• Computer lab

The GSPD Center is located in the Graduate School and Research (GSR) Building, Main Campus, Suite 1.204. Hours of operation are Monday - Thursday, 8:00 am - 7:00 pm and 8:00 am - 5:00 pm on Friday. Center Programs include:

• Topical workshop sessions
• Research grant proposal sessions
• Teaching and learning programs
• International graduate student development
• Dissertation writing boot camps
• Thesis and dissertation formatting support and submission counseling

Find more information visit The Graduate School website (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.

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 website at www.ets.org/gre.