

Undergraduate Admissions

The Office of Undergraduate Office of Admissions responds to all requests for information on undergraduate programs and is responsible for the admission of all new undergraduates as well as for the readmission of former students. The Office of Undergraduate Admissions recommends campus tours and class visits to prospective students as a way to experience the academic, spiritual and physical characteristics of the University. Tours and visits may be easily arranged by contacting the Office of Undergraduate Admissions at 713-525-3500 or via email at visitust@stthom.edu or online at www.stthom.edu/admissions.

APPLICATION FOR UNDERGRADUATE ADMISSION REQUIREMENTS FOR ALL DEGREE-SEEKING APPLICANTS

1. A completed, signed application for admission; a copy can be found online at www.stthom.edu/apply
2. There is no application fee.

STANDARD REQUIREMENTS FOR FRESHMAN APPLICANTS

1. An official transcript of high school work, home school program or an official copy of a GED certificate.
2. Standardized test scores for either the SAT or ACT (UST school code for SAT is 6880 and for ACT is 4238) The Classical Learning Test is also accepted. Students seeking test-optional admission should speak with a UST Admissions Counselor
3. A one page personal essay discussing why the applicant is interested in UST, what he/she plans to study, and why he/she will be an asset to the UST community.
4. Students five years, or beyond, high school/high school equivalent completion who have not taken a standardized test are not required to submit test scores.

ACADEMIC CREDENTIALS RECOMMENDED REQUIRED FOR ADMISSIONS AS A FRESHMAN

1. Graduation from an accredited secondary school, home school program or successful completion of the GED.
2. Competitive grades (minimum high school GPA of 2.80 on a 4.0 scale) in a minimum of 18 college preparatory high school units *, including:
 - a. Four units of English
 - b. Three units of social science, including one unit of history
 - c. Three units of mathematics (algebra, geometry, trigonometry, or calculus)
 - d. Three units of science, including two units of laboratory science
 - e. Two units of the same classical or modern language other than English
 - f. Three units of electives in college preparatory classes
3. Competitive official SAT or ACT scores of those students not seeking Test Optional candidacy.
4. Proof of English language proficiency may be required of some international applicants.
5. If appropriate, an official transcript of home school coursework. Home schooled students may also need to submit course descriptions, reading lists, or other information if requested.

** 1 unit equals 1 year or 2 semesters*

REQUIREMENTS FOR TRANSFER APPLICANTS

1. An official transcript from every institution of higher education attended.
2. For transfer applicants with fewer than 24 semester hours of earned college credits, an official high school transcript and scores from either the SAT or ACT if applicant has graduated from high school within the past five years.
3. A cumulative grade point average of 2.5 on a 4.0 scale or higher for all college work completed.

4. Applicants with 24 or more transferable academic hours will be evaluated solely on their college work, evidenced by final official transcripts from every institution of higher education attended. Applicants with fewer than 24 transferable academic hours will be considered on the same basis as freshmen applicants except that they must submit a final official transcript from every institution of higher education attended to complete their application.
5. Transfer applicants must be eligible to return to the last institution attended.
6. Unless they have earned an Associate Degree, transfer students with fewer than 63 credit hours who seek financial aid may be required to provide an official high school transcript to establish eligibility for federal financial aid programs.
7. Proof of English language proficiency may be required of some international applicants.

READMISSION OF INACTIVE STUDENTS

Students previously enrolled full-time or part-time will be moved to "inactive" status if they are not in attendance after the add/drop date in any regular (fall/spring) term. Any students who have had inactive status for four (4) consecutive (fall/spring) terms will have their enrollment discontinued.

1. Students who have inactive status and are in good standing and have not attended another institution will be required to complete an abbreviated readmission process. The abbreviated application is available from the Office of Admissions. No application fee will be charged for readmission.
2. Students who have inactive status who have attended another regionally accredited institution will be required to complete the full admissions application process and submit official transcripts from every regionally accredited institution they have attended since leaving UST. Failure to do so will be considered falsification of records. No credit will be granted for coursework completed at other institutions while the student was inactive at UST unless the student received prior approval to do so or completed the formal withdrawal process.

ACCEPTANCE OF TRANSFER CREDITS FROM INACTIVE STUDENTS

Inactive students are considered to be enrolled until they formally withdraw. The current policy regarding acceptance of transfer of credit for enrolled students applies to inactive students. No credits will be accepted without prior approval or the student has officially withdrawn from the University. Only the Academic Committee can grant exceptions and only for documented unavoidable emergencies.

READMISSION OF DISCONTINUED STUDENTS

Students on inactive status for four consecutive regular (fall/spring) terms will have their enrollment discontinued. Students on discontinued status will be required to complete the full admission application process. Discontinued students who have attended another regionally accredited institution will be evaluated as transfer students.

Dismissed students will not be considered for readmission until one year has elapsed from the time of dismissal.