



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

Operating Policy and Procedure

HSCEP OP: 77.01, **Admission**

PURPOSE: The purpose of this Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) Operating Policy and Procedure (HSCEP OP) is to establish the admissions requirements to TTUHSC El Paso. This HSCEP OP applies to all TTUHSC El Paso schools.

REVIEW: This HSCEP OP will be reviewed by May 1 every even-numbered year (ENY) by the dean of each school and the registrar with recommendations for revisions submitted to the provost/vice president for academic affairs or designee by May 15.

POLICY/PROCEDURE:

I. General Policy.

- A. Applicants may be considered for admission to TTUHSC El Paso providing they meet all published entrance requirements established by each school. The completed application, transcripts, test scores and other applicable qualifying factors constitute the basis upon which eligibility is considered.
- B. The university does not tolerate discrimination or harassment based on or related to sex, race, national origin, religion, age, disability, protected veteran status, genetic information, or other protected categories, classes, or characteristics. While sexual orientation and gender identity are not explicitly protected categories under state or federal law, it is the university's policy not to discriminate in admission, or use of programs, activities, facilities, or services on these bases. TTUHSC El Paso will make maximum use of resources, consistent with standards of appropriate accrediting bodies and enrollment and admissions policies approved by the Board of Regents of the Texas Tech University System, to admit and educate as many qualified students as possible.
- C. Grade point averages considered during the admissions process are calculated in accordance with rules established by the Texas Higher Education Coordinating Board (Title 19 Administrative Code § 5.7). Courses used to meet admissions prerequisite requirements will be transferred in accordance with TTUHSC El Paso transfer credit guidelines and procedures.

II. Admissions Requirements

- A. **Undergraduate Admissions.** Undergraduate school catalogs and/or handbooks provide information on admission requirements and guidance regarding completion and processing of the admission application. Applicants may be considered for admission to undergraduate offerings of TTUHSC El Paso by transfer from an accredited institution of higher education with an associate degree or at least completion of two years of undergraduate coursework (60 credit hour). The completed application, test scores, and other applicable qualifying factors constitute the basis upon which eligibility is considered. The admission of some applicants may be deferred in order to ensure sufficient resources to serve all enrolled students effectively. HSCEP OP 77.16 Core Curriculum and HSCEP OP 77.17 Transfer of Credit also inform the admission process.

- B. Graduate Admissions. Applicants desiring admission should refer to each TTUHSC El Paso school catalog and/or handbook for information on admission requirements and guidance regarding completion and processing of the admission application. Applicants may be considered for admission to the graduate schools of TTUHSC El Paso subject to completion of an undergraduate degree from a regionally accredited institution of higher education.
- C. International Graduate Student Admissions. Applicants desiring admission should refer to each TTUHSC El Paso school catalog and/or handbook for information on admission requirements and guidance regarding completion and processing of the admission application. In addition to completing the prescribed graduate admissions process, international students must submit the following:
1. original language transcripts from all post-secondary institutions attended;
 2. English translations of both transcripts and diplomas/degree certificates from a TTUHSC El Paso approved vendor;
 3. proof of English proficiency (international applicants who are from a country where English is the only official language are exempt from this requirement); and;
 4. proof of financial support and passport bio-data page.