

TEXAS STATE UNIVERSITY-SAN MARCOS
COLLEGE OF HEALTH PROFESSIONS ACADEMIC ADVISING CENTER
601 University Dr., San Marcos, Texas 78666-4616, Phone (512) 245-3506, Fax (512) 245-1615
website: <http://www.health.swt.edu>

DEPARTMENT OF HEALTH ADMINISTRATION

Admission Process

Phase I: Any student at Texas State may declare Pre-Healthcare Administration as a major. To declare Pre-Healthcare Administration as a major, contact the Department Administrative Assistant at (512) 245-3556 or come by the Department Office in Room 250A of the Health Professions Building.

Phase II: Pre-HA students will be admitted to the Healthcare Administration major during the last semester of sophomore year courses provided:

- a. they have an Texas State GPA of 2.75 for unconditional admittance.
- b. or, have an Texas State GPA of 2.50-2.74 to be conditionally admitted. Students who are conditionally admitted must make a 2.50 GPA or higher in four courses to be designated by the advisor before taking any other courses in the major. Note: Conditionally admitted students not meeting the condition of their admittance are given an opportunity to repeat, once and only once, any or all of the four courses in order to raise their grade to a "C" or four course GPA to a 2.50. Students who have been given a second opportunity to meet the condition of their admittance and still do not achieve a 2.50 GPA in the four courses or achieve a minimum grade of "C" or higher in the four courses will not be allowed to continue as a Healthcare Administration major. Conditionally admitted students must obtain schedule approval prior to registration (see the Department Administrative Assistant).

Phase III: To be allowed to enroll in the HA internship or residency courses (HA 4440, 4441, or 4848), the student must:

- a. for HA 4440 or HA 4441, have completed all general education, other required classes and junior year HA courses with a minimum grade of "C" and have a 2.25 GPA or better in the junior year HA courses.
- b. for HA 4848, have completed all other coursework towards the degree, have a minimum grade of "C" in all HA courses, and have a 2.25 GPA or better in the HA courses.

Phase IV: To be allowed to graduate with a Bachelor of Healthcare Administration, a student must:

- a. complete all required courses
- b. have a grade of "C" or better in each major course
- c. have a 2.00 Texas State GPA or better and 2.25 GPA or better in the major
- c. have met University residence requirements, and
- d. pass a comprehensive exam administered in HA 4141

Repeat Policy:

All HA students must maintain a minimum major (HA) GPA of 2.25 with no grade below a "C." Students are allowed to repeat each HA course once, and only once, in order to improve their major (HA) GPA or their grade in a particular course. A student having repeated a course and still not achieving a minimum grade of "C" will not be allowed to continue as a healthcare administration major. Therefore, students needing to repeat courses are encouraged to seek assistance from the instructor or a chair-appointed mentor.

Comprehensive Exam:

All healthcare administration majors are required to take a departmental comprehensive exam during the final semester of coursework. The comprehensive exam is given at the completion of HA 4141. Questions for the comprehensive exam will be taken from all the healthcare administration (HA) courses. Students are encouraged to save all course material (textbooks, syllabi, class notes, etc.) to use in preparing for the exam.

For additional information:	Department of Health Administration Health Professions Building, Room 250A (512) 245-3556	Texas State University-San Marcos 601 University Dr San Marcos, TX 78666-4616
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