

2024 REU SUMMER PROGRAM

ADMISSIONS PROCESS

DEADLINE - MAY 1ST

The following documents are included in this packet. Please email Jessica Pitt at jpitt@tamu.edu if you would like these documents sent to you electronically.

- Example of the UIN email the students will receive to activate their AIS (Applicant Information System)
- Example of AIS Checklist and list of required documents
- Application for Admissions Fee Waiver. For new programs, you may submit an application fee waiver form for your department, please complete the form and send the signed document via campus mail attention Jessica Pitt or email a signed pdf or jpg document to jpitt@tamu.edu.

Step by step instructions for completing the online Admissions Slate Application will be available at a later date.

Department responsibility:

- 1) Provide Admissions with a list of participating students (*do not include current TAMU students – they will not submit this application. REU is for undergraduate students. Students who have earned a degree will not be allowed to participate in the REU program*), email to Jessica Pitt, jpitt@tamu.edu.
- 2) Slate Application link: **will be provided later**
- 3) Submit Admissions Fee Waiver if the program is new or the waiver has expired (valid for 5 years). Admissions will notify a department if a renewal is needed. **International student application fees must be paid by the student or department.** Contact the Admissions Fee Office: Delayne Nichols d-nichols@tamu.edu with inter-departmental transfer information. The International application fee is \$90.
This is only for the application fee. For any information regarding student tuition and fees, please contact Student Business Services.
- 4) Forward any college transcripts to Admissions that the students are unable to upload on their AIS.
- 5) The Office of Admissions will notify the department when all applications are complete and the students have been admitted. **Students will not be admitted until all the students within the corresponding program have submitted the required documents and are complete.** Updates will be sent weekly notifying the program contact of the status of their REU program unless no changes have been made.

Student responsibility: Currently Enrolled TAMU students do not need to submit this application.

- 1) Complete Slate Application
Additional questions have been added regarding conduct. It is a system rule that all students must answer the questions and any student that answers in the affirmative will have to go through a review process to see if their application will be accepted. Please see the questions on the following page. **The Slate Application closes May 1st.**
- 2) Student will receive **UIN/AIS** email and the student will be responsible for setting up the account as outlined in the email. Student will receive the email within 24 to 48 hours of submitting the application and the application being processed.
- 3) Once **AIS (Applicant Information System (AIS))** is activated, **the student should upload the following required documents by the May 1st deadline:**
 - A. **Current college transcript:** The college transcript must include the student's name, the name of the institution the student is currently attending, and the total amount of earned credits. Unofficial or official college transcripts should be uploaded through AIS. **Please note, degree audits or program evaluations are not acceptable for the REU program.**

2024 REU SUMMER PROGRAM

ADMISSIONS PROCESS

DEADLINE - MAY 1ST

- B. **Bacterial meningitis immunization record:** Vaccination date must be on or after (05/28/2019) to be considered valid for the 2023 Summer REU program. **DO NOT USE Med+Proctor** to upload proof of bacterial meningitis vaccination. **Please upload a valid vaccination record through AIS.** The record must include the student's name, date of birth, and Physician or Clinic information.
- C. **Residency documents:** Students will receive an email, once the application is processed, if any residency documents (Permanent Resident card, I485, or Core Residency Questionnaire) are required.
- 4) AIS provides the students with a checklist of required documents to complete the application.
 - 5) Selective Service questions should be directed to Financial Aid, financialaid@tamu.edu or (979) 845-3236.
 - 6) International students can contact International Student Services at iss@tamu.edu or 979-845-1824 regarding additional requirements.

Contacts:

Primary: Jessica Pitt: 979-458-5149 jpitt@tamu.edu

Secondary: Marietta James 979-458-5157 mccjames@tamu.edu

Campus Mail: TAMU MS 0200

Or General Services Complex, Suite 1601 if hand delivering documents

Beginning Summer 2019 Application Questions pertaining to conduct:

- 1 Have you been convicted of a crime involving acts of violence or sexual misconduct including, but not limited to, criminal homicide: murder or non-negligent manslaughter; sexual assault: rape, fondling, incest, or statutory rape; robbery; aggravated assault; arson; simple assault; destruction/damage/vandalism of property; domestic violence; dating violence; or stalking? (juvenile adjudications are not required to be reported) No
- 2 Do you have any past substantiated or pending conduct charges involving acts of violence or sexual misconduct including, but not limited to, criminal homicide: murder or non-negligent manslaughter; sexual assault: rape, fondling, incest, or statutory rape; robbery; aggravated assault; arson; simple assault; destruction/damage/vandalism of property; domestic violence; dating violence; or stalking? No

Previous Institutional Conduct

Have you been expelled or suspended from an post-secondary institution? No

**APPLICATION FOR ADMISSION FEE WAIVER
FOR SPONSORED SUMMER PROGRAMS**

The application fee may be waived for those U S citizens or permanent residents who are approved participants in programs that meet the following criteria.

- 1) The program is recognized by the campus and receives financial support from the University or an outside agency which includes payment of the participant's tuition, fees and living expenses.
- 2) The purpose of the program includes the advancement of specific, university-wide goals or objectives.
- 3) Program participants enroll for the summer session only on a nondegree basis. Program participants who wish to continue their enrollment after the end of the program must apply for admission and pay the application fee by the closing dates posted in the undergraduate application.
- 4) The program coordinator includes, with this form, written request for the waiver of the fee to Admissions Processing, which includes evidence that the program meets the above requirements. This request should be received by May 1 of the year of initial participation.
- 5) The program coordinator will collect approved applications for admission along with official transcripts of the highest and latest work completed by each applicant. The applications with supporting transcripts will be submitted to Admissions Processing in a single group by the May 1 closing date. Every attempt will be made to assure the applications are processed within the period prior to the first summer class day.
- 6) A signed copy of these requirements by the program coordinator and the Assistant Provost for Enrollment or the Director of Admissions will constitute the official establishment of a waiver of the application fee for this program. This signed document will include an initiation and termination (or renewal) date.

Program Coordinator (print) _____

Signature: _____

Program Title: _____

Campus Address: _____ Campus Telephone: _____

Initiation Date: _____ Termination/Renewal Date: _____
(5 years or less)

Recommended Approval: Yes _____ No _____

Executive Director of Admissions

Date _____

Return to Jessica Pitt, MS 0200.

Follow link: <https://recruiter.tamu.edu/apply/?sr=52e08766-3100-40fe-b94d-360e9a138c5a>



Application Management

Returning users:

[Log in](#) to continue an application.

First-time users:

[Create an account to start a new application.](#)



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Select Create an account.

Fill in information.



Register

To register for an account, please enter the information requested below.

Email Address	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Birthdate	<input type="text"/> <input type="text"/> <input type="text"/>

[Continue](#)



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You will receive an email with a temporary pin. You will be asked to enter that pin and your DOB to create a password.



Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email [switch](#)
Account Julien, Louise
Temporary PIN
Birthdate

Login

Create a password.



Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password
(again)

- ✗ At least one letter
- ✗ At least one capital letter
- ✗ At least one number
- ✗ Be at least 12 characters
- ✗ New passwords must match

Set Password

Once your account has been created, you will see this page. Please select Start New Application.



Application Management


Your Applications

Type	Status	Started	Submitted
------	--------	---------	-----------

You have not yet started an application using this account.

[Start New Application](#)

A window will Pop Up. Please select Create Application.



Application Management

Your Applications


Type	Status	Started	Submitted
You have not yet started an application using this account.			

Start New Application

Start New Application


Sum/Fall 2024
2024 - Research Experience Undergraduate

Create ApplicationCancel

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Then, select Open Application.



Application Management

Your Applications


Type	Status	Started	Submitted
You have started 1 application, listed below, using this account.			
2024 - Research Experience Undergraduate	In Progress	01/12/2024	

Start New Application

Application Details

Started 01/12/2024
Status In Progress
Sum/Fall 2024
2024 - Research Experience Undergraduate

Open ApplicationCancel

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About the Site

All * asterisk fields are mandatory to fill out. You will go each page listed on the left.

[Home](#)

Personal Background

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

When you finish a page, it will take you to the next one once you select Continue.



[Home](#)

Personal Background

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Research Experience Undergraduate Personal Background

* - indicates a required field.

Name

First Name*	<input type="text" value="Louise"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text" value="Julien"/>
Suffix	<input type="text" value="v"/>
Preferred First (Leave blank if Preferred is same as First Name)	<input type="text"/>
Do you have educational records under other names?	
<input type="radio"/> Yes	
<input type="radio"/> No	

Permanent Address*

Country	<input type="text" value="United States"/>
Street	<input type="text"/>
City	<input type="text"/>
State	<input type="text" value="Select State"/>
Postal Code	<input type="text"/>

Local/Mailing Address

Country	<input type="text" value="United States"/>
Street	<input type="text"/>
City	<input type="text"/>
State	<input type="text" value="Select State"/>
Postal Code	<input type="text"/>

Email Address

Current Email*	<input type="text"/>
----------------	----------------------

Phone Numbers

Mobile*	<input type="text"/>
Daytime	<input type="text"/>

Biographical Information

Sex	<input type="text"/>
Birthdate*	<input type="text" value="January"/> <input type="text" value="2"/> <input type="text" value="2003"/>
Social Security Number	<input type="text"/>

Citizenship Information

Citizenship*	<input type="text"/>
Dual Citizenship	<input type="text"/>

Ethnicity Information

Colleges and universities are asked by many groups, including the federal government, accrediting associations, college guides, and newspapers, to describe the ethnic/racial backgrounds of their students and employees. In order to respond to these requests, we ask you to answer the following two questions.

Are you Hispanic or Latino?*

- ☐ Hispanic or Latino
☐ Not Hispanic or Latino

Regardless of your answer to the prior question, please check *one or more* of the following groups in which you consider yourself to be a member:*

- ☐ American Indian or Alaska Native (I)
☐ Asian (O)
☐ Black or African American (B)
☐ Native Hawaiian or Other Pacific Islander (N)
☐ White (W)

Continue

Please enter the intended Program and Program Contact or Sponsor.



[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Planned Course of Study Selection

* - indicates a required field.

Intended Summer REU Program:*

[Continue](#)



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Please only add the college or university you are **currently** attending.



[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Home Institution/University

Search for your high school or college by typing the name in the Institution text field and selecting from the suggested results.

Institution

Degree

Dates Attended

[Add Institution](#)

[Continue](#)




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Provide Emergency Contact Information.



[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Emergency Contact

Emergency Contact First Name*


Emergency Contact Last Name*

Your relationship with the Emergency Contact

Emergency Contact Email Address*

Emergency Contact Phone Number*

Continue

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Texas A&M at Qatar

Health Science Center

Fill out Residency Information.



[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Residency

* - indicates a required field.

Are you a U.S. Citizen?*


Are you a resident of Texas? *

Have you resided in Texas for the 12 months prior to enrollment?*

I have graduated or will graduate from a Texas high school or received my GED certificate in Texas.*

I resided in Texas for 36 months leading up to graduation.*

Continue

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Texas A&M at Qatar

Health Science Center

Answer Additional Information.

[Home](#)[Personal Background](#)[Planned Course of Study](#)[School History](#)[Emergency Contact](#)[Residency](#)[Additional Information](#)[Signature](#)[Review](#)

Additional Information

* - indicates a required field.

Criminal Background *

Have you been convicted of a crime involving acts of violence or sexual misconduct including, but not limited to criminal homicide: murder or non-negligent manslaughter; sexual assault: rape, fondling, incest, or statutory rape; robbery; aggravated assault; arson; simple assault; destruction/damage/vandalism of property; domestic violence; dating violence; or stalking (juvenile adjudications are not required to be reported)?

- ☐ Yes
☐ No

Conduct Charge*

Have you been expelled or suspended from any postsecondary institution?

- ☐ Yes
☐ No

Pending Conduct Charge*

Do you have any past substantiated or pending conduct charges involving acts of violence or sexual misconduct, including, but not limited to, criminal homicide: murder or non-negligent manslaughter; sexual assault: rape, fondling, incest, or statutory rape; robbery; aggravated assault; arson; simple assault; destruction/damage/vandalism of property; domestic violence; dating violence; or stalking?

- ☐ Yes
☐ No

Academic Suspension*

Are you currently on academic suspension from a college or university?

- ☐ Yes
☐ No

Section 552.114 of the Texas Government Code designates applicant information as confidential and requires educational institutions funded by the State of Texas to obtain permission from you prior to releasing any applicant information. By providing your authorization, Texas A&M will be able to share your directory information with businesses and organizations that provide services to students such as the Texas A&M Mother's Clubs, housing providers, and bookstores. If you choose to release your applicant information, then this decision will remain valid until the first day of classes for the semester in which you are enrolled. Once the semester has started, the Family Educational Rights and Privacy Act (FERPA) will govern the disclosure of your directory information.

Do you wish to allow Texas A&M University to release your directory information?*

- ☐ Yes
☐ No

The Office of Admissions and other university offices (for example, Registrar, Financial Aid, Business Office) prefer to communicate with applicants and current students electronically (email and texting) in order to provide timely information. Text messages will typically provide important information about deadlines, status updates, or when you need to act. You can always opt out of receiving text messages at any time.

I agree to receive text messages.*

- ☐ Yes
☐ No

Please be advised that Texas A&M offers many programs that lead to an occupational license as defined under Texas Occupations Code 58.001. Licensing authorities may have guidelines concerning prior criminal convictions that would make an individual ineligible for issuance of a given license. Applicants are encouraged to review all eligibility requirements related to degrees resulting in a license. Note the following:

- An individual who has been convicted of an offense may be ineligible for issuance of an occupational license.
- Licensing authorities must establish and make available guidelines explaining why a particular offense is considered a basis for ineligibility for a particular license and other criterion that may affect the decision to grant or withhold a license.
- Local or county licensing authorities may establish additional guidelines related to criminal history. Applicants should contact their local or county licensing authority for more information.
- An individual has the right to request a criminal history evaluation letter regarding their eligibility for a license issued under Texas Occupations Code 53.102.

Questions related to eligibility requirements should be directed to the individual licensing authorities.

Please acknowledge by entering your initials in the text box.*

I certify that the information on this application is complete and correct to the best of my knowledge. If my application is accepted, I agree to abide by the policies, rules and regulations of Texas A&M University. Selecting the box below indicates that I have read and agree to the certification statement.*

- ☐ I Agree

Continue

Type Signature and Confirm.

ATM

[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

In place of your signature, please type your full legal name:

Confirm

ATM | TEXAS A&M UNIVERSITY.

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About the Site

Texas A&M at Galveston

Texas A&M at Qatar

Health Science Center

If any asterisked items were missed, you will be prompted to go back and fill out information before you can submit.

[Home](#)

[Personal Background](#)

[Planned Course of Study](#)

[School History](#)

[Emergency Contact](#)

[Residency](#)

[Additional Information](#)

[Signature](#)

[Review](#)

Review

We have detected the following errors with your application.
These errors must be corrected before submission.

Section	Required Field or Error
School History	Please add a previous College
School History	Please indicate dates of attendance for schools
Emergency Contact	Please add an emergency contact's Email address
Emergency Contact	Please add an emergency contact's first name
Emergency Contact	Please add an emergency contact's last name
Emergency Contact	Please add an emergency contact's phone number
Residency	Please answer the Texas High School question
Residency	Please answer the Texas residency (12 months) question
Residency	Please answer the Texas residency (36 months) question
Additional Information	Please acknowledge the licensing statement
Additional Information	Please answer the academic suspension question
Additional Information	Please answer the certification statement
Additional Information	Please answer the Conduct Charge question
Additional Information	Please answer the criminal background question
Additional Information	Please answer the directory release question
Additional Information	Please answer the Pending Conduct Charge question
Additional Information	Please answer the text message question
	Please answer the Hispanic or Latino question
	Please indicate which group(s) you consider yourself to be a member
	Please provide your citizenship information

We have detected the following potential problems with your application:

Section	Warning
	It is recommended that you indicate your sex

Save for Later

Once the sections are complete and you have typed a signature, submit the application.

Home
Personal Background
Planned Course of Study
School History
Emergency Contact
Residency
Additional Information
Signature
Review

Review

We have detected the following potential problems with your application:

Section	Warning
	It is recommended that you indicate your sex

If you are satisfied with your application and are ready to submit it, click Submit Application.

Submit Application Save for Later

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Acknowledge no changes can be made after submission.

Home
Personal Background
Planned Course of Study
School History
Emergency Contact
Residency
Additional Information
Signature
Review

Review

We have detected the following potential problems with your application:

Section	Warning
	It is recommended that you indicate your sex

If you are satisfied with your application and are ready to submit it, click Submit Application.

Submit Application Save for Later

recruiter.tamu.edu

I acknowledge that I will be unable to make changes to my application after I submit it online. I have ensured that my application is accurate, complete, and ready for submission.

OK Cancel

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Texas A&M at Galveston Texas A&M at Qatar Health Science Center

Application Submitted Page:

- You will receive an email with your UIN and instructions for setting up your NetID and gaining AIS (Applicant Information Portal (<https://applicant.tamu.edu/>)) access within 48-72 hours after submitting your application.
- You will use your AIS portal to submit your college transcript and proof of bacterial meningitis vaccination.
 - The transcript must have your name, the name of the institution you are attending, and the total number of credits earned.
 - To be considered valid for Summer 2024 the bacterial meningitis vaccination must be administered on or after 28-MAY-2019. **Please do not use**

Med+Proctor. You will upload your vaccination record through AIS as immunization record.

- If you have any questions about your application, please submit a question through your Applicant Information Portal (<https://applicant.tamu.edu/>). Please **do not** contact the Aggieland Admissions Center.



Application Status for Louise Julien

Your application has been submitted!

If you have questions about your application please login to the applicant.tamu.edu portal and submit a request under contact us, or email the [Aggieland Admissions Center](#).

If you have questions about your specific program please contact the advisor that you've been working with for your specific program.
If you need to contact us regarding your application, provide your name and this reference number: **564910691**.

If you have questions about your application please login to the applicant.tamu.edu portal and submit a request under contact us, or email the [Aggieland Admissions Center](#).

If you have questions about your specific program please contact the advisor that you've been working with for your specific program.

Account Tools: [Change Email Address](#) [Change Password](#) [Logout](#)



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[Texas A&M at Galveston](#) [Texas A&M at Qatar](#) [Health Science Center](#)

DATE

Student's Name
Student's Address

Dear Student

On behalf of the faculty and administration, we are pleased that you are considering Texas A&M University to further your education. The purpose of this communication is to acknowledge receipt of your application for admission, provide you with your Texas A&M issued Universal Identification Number (UIN), and prompt you to activate your NetID. Your UIN is a unique number which will be used to identify your application credentials and other permanent university records.

Your Universal Identification Number (UIN) is: 00000000

- Use your UIN now to activate your **NetID** at <http://applicant.tamu.edu> by clicking Activate NetID. Your NetID will become your Texas A&M email address, so choose it wisely. Your NetID will allow you to monitor the progress of your application on the Applicant Information System (AIS), so be sure to make note of your NetID.
- AIS is the primary method of communication between you and the Office of Admissions. It is critical that you **monitor the status of your file regularly throughout the application process** via AIS at <http://applicant.tamu.edu>. You will be able to upload select documents in support of your application. Please view the upload feature under the My Documents tab in AIS for additional information. For questions regarding your application and supporting documents, contact our office using the Ask a Question function found under the Contact Us tab.
- Roughly 24 hours after creation, your NetID will also allow access to the Howdy Portal at <http://howdy.tamu.edu>, as well as other online student services at Texas A&M.

NOTE: The application is only one component of a complete file. It is your responsibility to ensure that all required credentials are received by the posted official closing date.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)

In compliance with federal law, the following information is maintained and available through the Clery Annual Reports webpage on the Texas A&M University Risk and Compliance website. The Texas A&M University Annual Security Reports and Annual Fire Safety Reports are available and include information on campus safety and security policies and statistics. Policies include: reporting crimes and emergencies, security resources, crime awareness and prevention, security of campus facilities and residence halls, alcohol and drug policies, and fire safety systems for on-campus student housing facilities.

The Texas A&M University Annual Security Reports and the Annual Fire Safety Reports can be found at:
<http://urc.tamu.edu/clery-act/clery-annual-reports>.

For a paper copy of the reports, please contact the prospective campus as indicated in the following:
http://urc.tamu.edu/media/519551/notification_security_fire_reports.pdf.

PLEASE KEEP THIS COMMUNICATION FOR FUTURE REFERENCE.


Admissions Processing
Office of Admissions

EXAMPLE OF AIS (APPLICANT INFORMATION SYSTEM) CHECKLIST

The student's AIS page will be similar to the example below:

APPLICANT INFORMATION SYSTEM

Application:
Summer 2018 - REU


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[My App Status](#) [My Bio Info](#) [My Test Scores](#) [My Documents](#) [My Communications](#) [My Appeals](#) [Contact Us](#)

UIN	Name	Admission Type	Term	Major	College	Program Code	Banner ID	Comment(s)
000000000	Last, First	REU	Summer 2018		REU Program	T00000000		

My App is Incomplete (or Complete, when all documents have been received)

- Documents Required for ADMISSION

Document	Complete
Bacterial Meningitis	✗
Permanent Resident Card	✗ 
College Transcript from Auburn	✓
\$75 UGRAD Application Fee	✓

Symbol	Description
✗	Document has not been received.
⚠	Document has been received that may satisfy this requirement, but has not yet been processed.
✓	Document is received and complete.

1. Required documents to complete the application: **May 1st Deadline**
 - SSB Application - Department will supply the link to the student
 - Fee (electronically waived unless applicant is international)
 - Most recent College transcript (provided by the department or uploaded by the student in AIS)
 - Bacterial Meningitis immunization record (uploaded by the student in AIS)
2. Documents that **may** be required for specific students. Admissions will communicate with the students:
 - Permanent Resident card or I485, if applicable (can be uploaded by student)
 - Core residency questionnaire (RQ) if student claims Texas residency and additional information is needed to make a determination (can be uploaded by student)