

## Transfer Planning Guide 2020-2021

## Major in Healthcare Administration

## Bachelor of Healthcare Administration Degree (BHA)

## 120 Credit Hours

Texas Education Code Section 61.822 requires that Texas public institutions facilitate the transferability of lower-division course credit through the **Core Curriculum**. The [Core Curriculum](http://mycatalog.txstate.edu/undergraduate/general-education-core-curriculum/) contains nine Foundational Component Areas (42 hours), which every Texas State student must satisfy to graduate.

Texas State is a participant in the \***Texas Common Course Numbering System** [(TCCNS).](https://www.tccns.org/) Use the TCCNS to find courses you can take at your institution to ensure transfer of credit toward freshman- and sophomore- level degree requirements at Texas State.

| Code | Course | Required Hours |
| --- | --- | --- |
| 010 | Communication | 6 required hours |
| 020 | Mathematics | 3 required hours *(see Recommended Core Curriculum Choices below)* |
| 030 | Life and Physical Sciences | 6 required hours |
| 040 | Language, Philosophy & Culture | 3 required hours |
| 050 | Creative Arts | 3 required hours |
| 060 | American History | 6 required hours |
| 070 | Government/Political Science | 6 required hours |
| 080 | Social and Behavioral Sciences | 3 required hours |
| 090 | Component Area Option | 6 required hours |

*Students will receive core credit at Texas State for any course successfully completed in the Core Curriculum of the sending institution.*

## RECOMMENDED CORE CURRICULUM CHOICES FOR THE BHA

This degree requires specific courses for degree completion, and with wise planning, you may take courses that satisfy both the Core Curriculum and the BHA requirements:

| Courses | TCCN | TEXAS STATE |
| --- | --- | --- |
| 020 Mathematics | MATH 1314, 1324, 1325, 2412 or 2413 | MATH 1315, 1319, 1329, 2417 or 2471 |

## ADDITIONAL LOWER-DIVISION BHA REQUIREMENTS

| TCCN | TEXAS STATE |
| --- | --- |
| ECON 1301 or 2302 | ECO 2301 or 2314 |
| PSYC 2317 | PSY 2301 *(substitutes for* HP 3325*)* |
| BCIS 1305 or COSC 1300 or COSC 1301 or COSC 1400 | CIS 1323 or CS 1308 |

## ADMISSION TO THE HEALTHCARE ADMINISTRATION PROGRAM:

In addition to the courses listed on page one, students must complete HA 3308 (to be taken at Texas State) and 11 hours of electives prior to admission to the HA program.

1. The Bachelor of Healthcare Administration (B.H.A.) degree with a major in Healthcare Administration requires admission to the university and admission to the program.
2. Any student in Texas State may declare Pre-Healthcare Administration as the major. To declare Pre-Healthcare Administration as a major, contact the School Administrative Assistant and schedule an appointment with the B.H.A. Director.
3. Admission to the Healthcare Administration program is competitive with a limited number of applicants accepted to each class. In addition to the minimum criteria for program consideration, applicants to the B.H.A. program are required to have an interview with the B.H.A. Program Director.
4. A Texas State GPA of 2.75 or higher is required for application for admission.
5. Successful completion of all general education core curriculum and support courses with a “C” or better in the following courses:
   * Course List (Texas State numbers—See previous page for TCCN equivalencies)
     + MATH 1315
     + ECO 2301 or 2314
     + HP 3325
     + HP 3308
6. Completion of a writing exam administered by the School of Health Administration. Exam details will be given at the beginning of each application period.
7. Completion of the application does not guarantee acceptance to the B.H.A. program. You must complete prerequisites and meet the above requirements for program acceptance. If accepted and you fail to complete prerequisites, your enrollment in HA classes will be delayed until prerequisites are completed.
8. The application packet to the B.H.A. program should be submitted by the posted deadline and include:  B.H.A. Application ([Click here](http://gato-docs.its.txstate.edu/jcr:9c8bdd2b-4908-49e9-b36a-24e934c70155/BHA%20ADM%20APPL__.doc)), Interview Sheet signed by the B.H.A. Program Director (See below) Interview with the B.H.A. Program Director -- signature required on the application; Copy of current schedule (Texas State and other college or university); Statement of Purpose; Passing score on PUG must be on file by application deadline.
9. The Statement of Purpose is a short essay that explains why you wish to be admitted to this program. It provides information about your interest in the health administration profession. The essay should be no longer than one single-spaced page. Be sure to check your essay’s grammar, spelling, and punctuation. Students will be required to interview with the H.I.M. Program Admissions Committee.
10. The application packet is due: (if the 1st falls on a weekend or holiday, application is due by NOON next working day) Application Deadline for spring - October 1 and the Application Deadline for fall - March 1
11. Applications are to be turned in to the Health Admission Office.
12. All students are required to complete a residency for the B.H.A. The Joint Commission requires accredited healthcare facilities to complete criminal background checks on all employees. Therefore, a background check is required during your 3rd semester (enrollment in [HA 4141](http://mycatalog.txstate.edu/search/?P=HA%204141)) prior to the residency semester. If there is any reason that could prevent your placement at a facility, you will be asked to meet with the B.H.A. Program Director and/or the Field Placement Coordinator to determine if you will be able to complete the residency requirement. Issues with the background check could impact residency placement and ability for employment in the healthcare industry.
13. All students are required to have attained a grade of "C" or higher in each HA course. Students are required to take HA courses in a prescribed sequence. All 3000-level courses must be completed before enrolling in any 4000-level courses. All 4000-level courses must be completed before enrolling in field placement.
14. Students are allowed to repeat each HA course once, and only once, to improve their grade. In the event that B.H.A. majors do not make a “C” or better when repeating a course, they will be suspended from the major. B.H.A. majors suspended from the B.H.A. program have a right of appeal and should contact the B.H.A. Director.
15. All students are required to pass an EXIT exam administered in HA 4141 before enrolling in field placement.

## IMMUNIZATION REQUIREMENTS:

It is a policy of the College of Health Professions that each student must provide a Health Report completed by a physician or licensed healthcare provider, and must take certain immunizations before the student can be placed in a clinical or residency assignment. Information on these requirements and forms to be supplied may be obtained through the school office.

## GRADUATION WITH HONORS:

Students earning a GPA of 3.40-3.59 will graduate cum laude; 3.6-3.79 will graduate magna cum laude; 3.8-4.0 will graduate summa cum laude. Calculation of the GPA to determine honors status is based on all Texas State University coursework applied to the first baccalaureate degree, including work completed in the final semester. Effective summer 2012, to be eligible for graduation with honors, a student seeking a baccalaureate degree must have completed a minimum of 54 semester credit hours preceding graduation at Texas State.

Hours earned through Texas State correspondence courses and extension courses are counted in the hours required to be eligible for honors and in the GPA calculation for honors. Hours earned through Texas State credit-by-examination, work/life experience, and other courses receiving “CR” (pass/fail) grades are counted in the hours required to be eligible for honors, but do not count in the GPA calculation. Remedial courses with a “CR” grade and graduate courses are not counted in either the hours required or the GPA calculation for honors.

Transfer students who have earned at least 54 semester hours at Texas State are eligible to graduate with honors if their Texas State GPA meets the above criteria. Students earning second baccalaureate degrees are eligible for graduation with honors if they complete 54 or more hours at Texas State in pursuit of the second degree.

## UNIVERSITY ADMISSION:

1. Submit a completed [application](https://www.applytexas.org/adappc/gen/c_start.WBX), all supporting documents, including an official high school transcript and transcript(s) from every institution attended and application fee, to the Office of Undergraduate Admissions by the stated [priority date.](http://www.admissions.txstate.edu/future/application-dates.html)
2. Students with **1-15 transferable hours** must have a minimum 2.0 GPA in all transferable course work and meet [freshman admission standards.](http://www.admissions.txstate.edu/future/freshman/admissions-requirements) Students with **16-29 transferable hours** must have a minimum 2.5 GPA in all transferable course work. Students with **30 or more transferable hours** must have a minimum 2.25 GPA in all transferable course work. All students must be eligible to return to all previous institutions and be at least one full semester out of high school.

Students transferring to Texas State from a community college may elect to follow the [Texas State Undergraduate Catalog](http://mycatalog.txstate.edu/) that was in effect at the time they enrolled at their community college. Students may also, with the approval of their College Dean, follow a subsequent catalog. Students are reminded to refer to their designated catalog for information related to University requirements for curriculum, graduation, probation/suspension, and other general information.

## FOR MORE INFORMATION, CONTACT:

Office of Undergraduate Admissions

Texas State University

Richard A. Castro Undergraduate Admissions Center

429 N. Guadalupe St.

San Marcos, Texas 78666 512.245.2364

<https://www.admissions.txstate.edu/>

College of Health Professions Advising Center

Encino Hall 302

512.245.3506

<https://www.health.txstate.edu/advising/>

***Texas State reserves the right to withdraw courses at any time, to change its fees or tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever authorities determine and will apply to both prospective students and those already enrolled.***

**JULY 2020**