

11.99.02 Conduct Requirements for Admissions Applications and Transcripts



Approved [May 22, 2018](#)
Next Scheduled Review: May 22, 2023

Regulation Summary

Academic institutions of The Texas A&M University System (system) must revise their admissions applications processes and transcript notation processes in accordance with this regulation. This regulation provides minimum standards for the review of applications for admission and uniformity for transcript notations.

Regulation

1. RESPONSIBILITIES OF MEMBER ACADEMIC INSTITUTIONS

1.1 Applications for Admission

- 1.1.1 Each chief executive officer (CEO) of a system academic institution will require that applicants for admission disclose, at a minimum, criminal conviction histories – excluding juvenile adjudications – involving acts of violence or sexual misconduct and past substantiated or pending conduct charges involving acts of violence or sexual misconduct, and expulsions or suspensions from postsecondary institutions consistent with this regulation.
- 1.1.2 Applicants who report one or more convictions or pending conduct charges as required in Section 1.1.1 in the application process must be evaluated by a committee of the academic institution.
- 1.1.3 Each academic institution must adopt a standard process for the evaluation and decision on admission.

1.2 Transcript Notations

Each CEO of the academic institution will adopt a standard transcript notation process for students who are suspended, dismissed or expelled.

1.2.1 The notation must include:

- (a) The nature of the separation (e.g., suspension, dismissal or expulsion);
- (b) The type of infraction (e.g., academic or conduct);
- (c) The department responsible for issuing the student separation from the institution (e.g., Office of Student Conduct); and

(d) The effective dates of separation from the academic institution, if applicable.

1.2.2 Transcripts of students with pending conduct investigations that could result in suspension, dismissal or expulsion may be held until the conduct process is complete.

1.2.3 Each academic institution must adopt a standard process for the evaluation and decision on what conduct charges will result in a student's transcript being held pending a conduct investigation.

Member Rule Requirements

A rule is not required to supplement this regulation.

Contact Office

System Office of Academic Affairs
(979) 458-6072