

**Instructions for Application to the CS Major**  
**Department of Computer Sciences**  
**The University of Texas at Austin**

This application is for use only by eligible students currently enrolled at the University of Texas at Austin. If you have questions, please contact the **Entry-Level CS advisor in The College of Natural Sciences Transitional Advising Center (The TrAC), WCH First Floor, 471-3796.**

**PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY.**  
**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

**Update your permanent addresses, phone numbers, and email address** on your UT records. We will send decision letters to your permanent address of record. **International students**, please update your local address on your UT record to reflect the local U.S. address where you will receive mail and note that address on your application. We will not be able to mail decision letters to addresses outside the United States.

**Eligibility to Apply for Admission to the CS Major**

Applicants must have completed the following requirements or expect to complete them by the end of the semester in which application is made.

- **Earn a grade of C or higher in each of the Entry-Level CS courses (M 408C, CS 307, CS 315, and CS 313K). At least two courses must be taken in-residence at UT** (in a UT-Austin classroom). Additional coursework will be required for students who have completed less than two of these courses in-residence.
- **Earn a GPA of at least 2.0 in the Entry-Level CS courses.** When a course has been repeated, only the last grade earned will be included in the Entry-Level CS GPA.
- **Earn an overall UT GPA of at least 2.0 and be in good standing academically.** Unlike the Entry-Level CS GPA, all grades earned in repeated courses are included in the overall UT GPA per university policy. If you do not yet have a UT GPA, your current GPA is 0.0000.

**Transfer Credit and Credit-By-Exam**

**Transfer Credit must be reported to UT Admissions and Credit-By-Exam must be claimed (not just reported) by the appropriate deadlines** in order to appear on your transcript by the end of the semester. Contact UT Admissions and the Measurement and Evaluation Center for deadlines. **If credits required for the application do not appear on your transcript by the end of the semester, your application will be considered incomplete.**

**Transfer Equivalency Credit**

If equivalent CS coursework from another institution is approved, you must attach an **equivalency approval form signed by the CS Faculty Advisor**. If you have earned credit in residence (in a UT-Austin classroom) for less than two of the Entry-Level CS courses, you must complete additional courses in residence specified the faculty advisor in order to satisfy that requirement. Attach the form from the faculty advisor that specifies this coursework.

**Major Change Request Form**

**All applicants** must complete and **attach** the Major Change Request form to this application. This allows us to change your major if you are admitted, so that you'll have access to register in CS courses.

## Instructions for Application to the CS Major

### College Transfer Form

If you are applying to the CS Major from a UT college or school other than Natural Sciences, you will be required to sign a College Transfer form or a Simultaneous Major Addition form in addition to the Major Change form. The front desk staff in the CS Advising Center (TAY 2.126) will review your application for completeness and provide you with the appropriate form if applicable. If you are admitted, we will submit the form for you so that you can register in CS course(s).

**If you change your mind after you apply and do not want to change majors**, you must submit a written request in TAY 2.126 to withdraw your application. It must identify you as a CS Major Applicant and include your name and UT EID. If you transfer from a restricted college or major, it may be difficult or impossible for you to return to that major. We strongly recommend that you meet with your current advisor to discuss this before you submit your application.

### Early Registration in CS courses for Entry-Level CS students

If you are an Entry-Level CS student who is eligible to apply to the CS Major this semester, you will be able to early register for your next CS course(s). If you are not eligible for admission or are denied admission to CS, you will be dropped from those CS major courses.

### Major Code Change for Entry-Level CS Students Not Admitted

Because the only benefit of the Entry-Level CS major code is early registration in CS courses, Entry-Level CS students who are denied admission will have their major code changed to Natural Sciences Undeclared in order to make room in Entry-Level CS for new admits. Students who were ineligible for consideration because they did not successfully complete CS307 or CS315 will retain the Entry-Level CS major code only if they are eligible to repeat the CS course.

### Reapplication

Students who successfully complete the requirements but are denied admission may apply for the **Supplemental Admission** process during the semester immediately following their initial application.

Students who did not successfully complete the requirements for admission (ineligible students) may reapply for **Regular Admission** if they become eligible in the future.

### Notification of Decision

A letter will be sent to you at your permanent address (or your local address of record for International Students only). **If you are admitted, your major code will be changed** to the one requested by you on your major change form. **Your major code can be seen on IDA on the Advisor page and the Student Info page - <https://utdirect.utexas.edu:443/nrida/stu.WBX>**

**Turn in the complete application at Taylor 2.126, the CS Undergraduate Advising Office, before 4:00 p.m. on the appropriate deadline (see table below). In the event the deadline falls on a holiday or on a weekend the application will be accepted on the following business day.** The CS Advising Center will close at 4 PM and no applications will be accepted after that time.

Apply During	For Admission	Deadline	Decision Date
Spring	Fall	April 15	May 31
Summer	Fall	July 15	August 20
Fall	Spring	November 15	January 10

**You must bring your UT ID with you** so that the front desk staff can review and complete your application.

**WE RECOMMEND THAT YOU KEEP A COPY OF YOUR APPLICATION FORMS FOR YOUR RECORDS.**



