

**To:** María Elena Soliño, Chair  
Undergraduate Committee

APPROVED FEB 20 2013  
*[Signature]*

**From:** Christine LeVeaux  
Student Success Subcommittee

**Subject:** UC 11803 12F – Timely Completion of the Texas Success Initiative (TSI)  
Requirements.

**Date:** February 14, 2013

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**Background**

Currently, there is no mechanism in place that puts limits on how many times a student can delay completion of TSI requirements. Students must be TSI complete in order to graduate from the University. Failure to complete TSI requirements delays graduation for many students. A time limit needs to be placed on TSI completion.

**Catalog Language Change**

**Current Language:**

The results of the test do not affect a student’s admission to the University of Houston, but may affect course enrollment eligibility.

**New Language:**

Once admitted to the University of Houston, students should be TSI complete either through exemptions or exams, or a combination of both (see below). If a student is not TSI complete, s/he will have a maximum of two consecutive long semesters to become TSI complete (i.e., within the first academic year).

Students who are TSI incomplete have an enrollment hold on their student record that makes them ineligible to enroll in courses at the University of Houston. To lift the hold, students must be remediated through the academic advising offices of Undergraduate Scholars@UH. Remediation is an academic advising session in which students are instructed on the steps they need to become TSI complete. Once remediation is completed, the hold is lifted and the students can enroll in their first semester classes. If, however, students do not follow the remediation instructions and at the end of their first semester are still TSI incomplete, a new TSI hold is placed on their record which will make them ineligible to enroll in classes for their second semester at UH.

Students who in their second semester are still TSI incomplete and have a TSI hold, must report to the academic advising offices of Undergraduate Scholars@UH for their second and final remediation session. Students will again receive instructions on the steps they need to take to be TSI complete and at that point the TSI hold is lifted and they can enroll in classes.

Those students who had their second and final remediation and are not TSI complete by the end of their second semester, will have a TSI hold placed on their record. The hold can only be

removed once they have completed their TSI requirements as instructed in the two remediation sessions. Once the students comply with the requirement the hold can be lifted and they can enroll in classes.

**Recommendation**

The Student Success subcommittee approves UC 11803 12F for Fall 2013.