Welcome to Texas A&M International University (TAMIU)!

We want you to have the opportunity to become acquainted with your new University. This online orientation program will give you the opportunity to have your questions answered and even learn the answers to others that you hadn't thought of.

Before getting started, it is important for you to review some important documents that are essential to your success:

- The Student Handbook provides information about the expectations that the University has of you inside and outside the classroom. It also provides information about your rights and responsibilities as a TAMIU student.

- The University Catalog gives you information about courses, degree plans, University services, and much more information.

- The University’s Academic Calendar provides information about the final exam schedule, holidays, and other important deadlines.

TAMIU is dedicated to the success of all its students. We encourage you to ask questions and get involved to learn more about your new home.

If you have any questions or if there is anything we can do for you, please contact us at 956.326.2280 or student_activities@tamiu.edu.
As you may imagine, each university campus requires IDs for all their students and TAMIU is no exception. If you expect to have access to any of the campus resources, you better have your OneCard with you.

Each student needs to obtain a TAMIU OneCard, the official University identification card. The card also serves as a prepaid debit account using Dusty Dollars and is your admission ticket for University functions and Dusty’s Diner (cafeteria), if you have a meal plan.

Your OneCard will give you access to numerous University services including:

- Computer Labs
- NCAA Collegiate Sporting Events
- Library use and book check-out
- Access to your residence hall
- Recreational Sports
- Health Services
- Tutoring Center
- Career Services
- Writing Center

To obtain your OneCard, please visit Campus Card Services in Student Center Room 128 with a government issued picture ID and your student ID number (i.e. A000XXXXX).

Additional information about the OneCard and Dusty Dollars is available online at www.tamiu.edu/onecard or by calling 956.326.2878.
Email for Life

TAMIU is proud to announce the new and improved Email for Life. This version of Email for Life is powered by Microsoft Live@Edu. Some of the new features include:

- 5 GB inbox, 10 MB attachments
- Spam and virus filtering
- Forwarding, POP3 and Outlook Connector for access on a mobile phone or desktop client
- Shared calendars
- Folders to organize email

Because all official University communication will be made using your student account, all students are required to setup a student TAMIU email account.

To start, visit [http://dusty.tamiu.edu/](http://dusty.tamiu.edu/)

*Please note you will need your Banner ID (i.e. A000XXXXX) and birth date to create an account.

When choosing your student e-mail address, think critically of what you want others to see. Too often improper e-mail addresses are chosen and this can hurt your opportunities in obtaining a scholarship or even employment.

For additional information or assistance, please contact the Office of Information Technology at 956.326.2310.

To log on, reset your password, or to forward your emails visit [http://students.tamiu.edu](http://students.tamiu.edu).
**UOnline**

**UOnline** is the web-based service that allows students to conveniently search for course availability, access their academic record and obtain financial aid information. You can view registration holds, register for classes, submit credit card payments for tuition and fees, view and request academic transcripts, access midterm and final grades, and update contact information.

- **Student Identification Number**
  Each student is assigned a University identification (Banner ID) when applying to TAMIU. This is a nine digit number that begins with an “A” and is used to conduct all University business. For your convenience, this number is also listed on your TAMIU OneCard.

- **Degree Evaluations**
  UOnline allows you to generate a degree evaluation to track progress towards your specific degree program or perform “what-if” scenarios if you are undecided. This evaluation can be used in consultation with your academic/faculty advisor to make scheduling and programming decisions.

- **Student Financial Aid Awards**
  UOnline will provide you information on financial aid available to you. Make sure to accept, decline or decide later for each award. A description of each grant, loan, or scholarship is also available for your convenience.

- **Registration**
  Registering is fast and easy on UOnline because it provides to most current information on available classes and professors. Make sure and look at your Degree Evaluation before deciding what courses to register for. Registration dates are listed in the Academic Calendar and classes fill quickly, so do this as soon as possible.

- **Student Records**
  Balances dues, midterm and final grades, contact information, and much more are all easily accessible on UOnline.

- **Holds**
  Before registering on UOnline, make sure and look at your holds. Registration and advising holds may delay your ability to register for classes on the first day registration opens. Check early to avoid missing out on the classes you need.

For instructions on how to log on to UOnline and other FAQs, please click [here](#).

For more information about UOnline, please click [here](#) or call 956.326.2250.
TAMIU’s eLearning system, ANGEL, is used to host online courses and assists instructors with hybrid courses by serving as a portal to exchange information and course content with students. A student must be enrolled in a course that will be using ANGEL to login/access eLearning.

Training videos are available below that let you explore what Angel has to offer.

- Navigation
- Course Mail
- Turnitin
- Discussions
- Assessments
- Grade Report
- Review Grade & Comments
Paying for College

We understand that paying for college can be overwhelming, and we can help. TAMIU offers you an array of services to assist with this process.

Remember that all financial obligations must be paid to the University by the due date indicated in the University’s Academic Calendar. Payments made after the deadline are subject to late fees and may result in being dropped from your courses.

Financial Aid

At TAMIU, financial aid eligibility is unique. The financial aid program is designed for all students who have demonstrated financial need for assistance to meet university expenses and who are making satisfactory academic progress, as defined by the Office of Student Financial Aid’s Satisfactory Academic Progress Policy (SAPP), at all times whether financial aid was received or not.

Application Process:

Step 1 - Filling out a FAFSA
Complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. TAMIU's federal school code is 009651. Transfer students who did not list TAMIU as an institution on their FAFSA can add TAMIU by making a correction via the web or by calling 1-800-433-3243.

Step 2 - Completing a Financial Aid Folder
All students must sign and submit a Satisfactory Academic Progress Policy (SAPP) form to the Financial Aid office. Additional documentation such as copies of income tax forms will be required if chosen for verification. Priority deadline: March 15th.

Step 3 - Accepting your Awards
The process of accepting your awards is a simple, secure, and fast online process! Log on to uonline.tamiu.edu.

Types of financial aid:

Grants are a type of financial assistance awarded to students who demonstrate a financial need based on the FAFSA and the university’s cost of attendance. Grants are available from the federal government, state government, school and private organizations.

Scholarships are awarded to students who have demonstrated and/or shown potential for excellence in a certain area or discipline (i.e. academics, sports, or music). The transfer student scholarship deadline is June 1st.

Work-Study is the federal and state program which allows students to work on campus and earn up to $4,000 per academic year.

Loans do need to be repaid and are available if other aid is not sufficient to cover your educational costs. Loan amounts range from $1,500 to $10,000 per academic year.
For more information about your financial aid status or award, please visit the Office of Financial Aid or stop by Killam Library Rm. 158 or e-mail financialaid@tamiu.edu.

Please send all correspondence regarding financial aid to:

Texas A&M International University  
Office of Financial Aid  
5201 University Blvd.  
Laredo, TX 78041

Other Forms of Payment

If you do not receive financial aid or if the amount awarded is not enough to cover the expenses of your tuition and fees, you have the following convenient methods to make payments:

❖ Cash or Checks  
Cash/check payments can be made in person by visiting the Business Officer (Cashiers) in Killam Library. Checks may be mailed to the address indicated below along with the student’s name and campus identification number (i.e. A000XXXXX).

Address: Texas A&M International University  
Business Officer (Cashier's)  
5201 University Blvd.  
Laredo, TX 78041

Location: Killam Library, 1st Floor Administrative  
Phone: 956.326.2143  
E-Mail: businessoffice@tamiu.edu

❖ Credit Card
Credit card payments can be made in person at the Business Office or via the web with UOnline. The University accepts Visa, MasterCard, American Express and Discover cards. To submit a web payment, log in to UOnline using your user ID and PIN and click “Student Service & Financial Aid,” the “Student Records.” Next, select “Account Summary” then click on “Credit Card Payment” at the bottom of the page. For assistance, please contact the Business Office (Cashier’s).

❖ Installment Payment Plan
The Business Office offers an installment payment plan option which allows you to divide the total semester costs into three payments. You pay 34% of the total tuition and fees, plus a processing fee, at the time when the installment plan is requested. Then you make two additional payments, each 33% of the total tuition and fees, on specific dates throughout the semester as designated by the Business Office. The installment plan is only available during the fall and spring semesters and additional late fees may apply.

Students must apply in person and submit a signed installment contract (Promissory Note) to the Business Office. For additional information, contact the Business Office at 956.326.2140 or email businessoffice@tamiu.edu.
Emergency Tuition Loans
The Business Office also offers emergency tuition loans to assist you with tuition and fees. To qualify, you must be enrolled and have no outstanding balance due to the University. An application fee must be paid at time of request. All payments must be completed by the mid-point of each semester. Funds are available on a first-come first-served basis and additional late fees may apply.

You must apply in person and submit a signed emergency loan contract to the Business Office. For additional information, contact the Business Office at 956.326.2140 or email businessoffice@tamiu.edu.

Book Loans
The Financial Aid office also offers short-term book loans to help you purchase textbooks. To qualify, you must be registered, have obtained a TAMIU OneCard student ID and paid the processing fee at the Business Office prior to submitting the application to the Financial Aid Office. You may borrow up to $75.00 for every three (3) hour course enrolled at TAMIU (i.e. for 15 hours, you may borrow up to $375). All payments must be completed by the mid-point of each semester. Funds are available on a first-come first-served basis and additional late fees may apply.

For additional information, contact the Office of Financial Aid at 956.326.2225 or email financialaid@tamiu.edu.

Veterans Benefits
If you are eligible to receive Veterans Administration Educational Benefits, you should contact the veterans’ benefits representative at the Office of the University Registrar before enrolling by calling 956.326.2254.
HigherOne Debit Card

Once all tuition and fees have been paid by scholarships, grants, or other forms of payments, you may have remaining monies. Every Wednesday and Friday, these monies are deposited into a HigherOne debit card that is mailed to your permanent address. Your HigherOne debit card will have a MasterCard logo on it.

Refunds to students are processed using a third party bank (HigherOne). This includes all payments to student accounts with or without financial aid.

Your card must be activated before you can begin using it. When you receive your card, please visit www.TAMIUDebitCard.com to activate your card. You will be provided two options. You can receive your refund by opening a HigherOne free checking account or transferring funds to your personal bank account.

If you choose to activate your HigherOne account, please make sure and use it as a credit card when making purchases to avoid other fees. You will also have access to a no-fee ATM machine, currently located in the University Village Clubhouse, where you may make cash withdrawals.

For additional information, contact Campus Card Services at 956.326.2878 or visit Student Center Rm. 128.
**Bookstore**

The TAMIU Bookstore is located in the Student Center main lobby. Here, you will be able to reserve and purchase textbooks, buy school supplies, and even choose your favorite TAMIU t-shirt or gift.

For your convenience, the TAMIU Bookstore is open during the following times*:

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>8:00 a.m. to 6:00 p.m.</td>
</tr>
<tr>
<td>Tuesday</td>
<td>8:00 a.m. to 6:00 p.m.</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8:00 a.m. to 6:00 p.m.</td>
</tr>
<tr>
<td>Thursday</td>
<td>8:00 a.m. to 6:00 p.m.</td>
</tr>
<tr>
<td>Friday</td>
<td>8:00 a.m. to 1:00 p.m.</td>
</tr>
<tr>
<td>Saturday and Sunday</td>
<td>CLOSED</td>
</tr>
</tbody>
</table>

*During peak hours, the bookstore will post extended hours to accommodate the higher number of students.

Remember to reserve your books early to have the best opportunity to purchase used books.

For your convenience, you can also reserve textbooks online by clicking [here](#).

Put some money back in your pocket by selling your textbooks back to the bookstore!

Several factors are used to determine the cash value of used textbooks, including:

- **Condition** - Any book being sold back must be in good shape, with binding, covers and every page intact. Excessive highlighting, underlining or other markings may decrease a book’s buyback value.

- **Course Materials Orders** - If an instructor has requested your textbook for next term, then the value increases. Books falling into this category may be worth more and get you a higher percentage the original purchase price. Generally speaking, textbooks will be purchased until we reach the amount we think we can resell.

- **Overstocks and Current Editions Not Being Used on Campus** - If we have reached our limit on a particular title for next term, or if your book has not been requested for next term and is a current edition, we may still purchase it based on various criteria including the national demand and the needs of other bookstores.

For more information about the bookstore, please call 956.326.2080 or visit them at the Student Center Main Lobby.
On campus you can have the privacy and lifestyle you deserve in our student communities that are designed in a way, which is conducive to achieving academic success. With our great campus locations, private bedrooms, furnished units, individual leases and resort like community amenities, there is no reason to look anywhere else.

The University Village offers 1, 2, and 4 bedroom plans to accommodate your needs. Each unit comes equipped with a full kitchen, high speed internet, central a/c, private lockable bedrooms, microwave, and most come fully furnished.

Units at the University Village go fast, so reserve your room today!

In addition, the following community amenities exist:

- Wireless internet in clubhouse and pool decks
- In-house maintenance staff
- Resident programming/activities
- Community centers
- BBQ pits
- Computer labs with FREE printing
- Electronically controlled access points
- Big screen TV lounges
- Swimming pool
- Sand volleyball court

For more information about Housing & Residence Life, call 956.326.1300 or visit the offices located at 4907 University Blvd. (located on the west side of the TAMIU campus).
Parking Permits and Campus Safety

Parking Permits
Every student at TAMIU is required to purchase a parking permit if they plan to bring a vehicle to campus.

Your parking permit can be purchased for a semester (i.e. August to December, January to May, or June-August) or for a full year (August – August). To obtain the most current cost of a parking permit, please contact University Police at 956.326.2100.

To purchase your parking permit, please follow these easy steps:

1. Obtain a Parking Permit Application/Information from University Police.
2. Fill out Application and submit to the University Police Department, located on the lower level of Killam Library.
3. Provide payment via cash, check, or credit card.

Once you receive your parking permit, it is your responsibility to post on your vehicle and have it visible at all times while parking on campus.

University Police also offers the Motorist Assistance Program (MAP) to all students free of charge. MAP offers jumper cables, gas tank, and assistance for minor car repairs or flat tires.

Campus Safety
Your safety is very important to us.

TAMIU is conveniently located off of Bob Bullock Loop 20 in a natural, tranquil surrounding. The area is home to many wildlife including deer, javelinas, and other animals. For your safety and those around you, please be aware of your surroundings at all times and be mindful of the creatures that inhabit the area.

When on campus, you will also see emergency phones located throughout the area. These phones provide direct communication with University Police in case of emergencies. For all other emergencies, please call 956.326.2911 when on campus.

DustyALRT
DustyALRT is a universal notification system that allows students, faculty and staff to be notified via text message, e-mail or pager in the event of a campus emergency or closure. It provides an innovative addition to the existing methods that the University has in place to alert the community to emergency situations.

Subscribers to DustyALRT will pay no fees for the service, other than any regular fees associated with text messaging services.

DustyALRT is for emergency messaging only and will not be used to distribute advertising or other unsolicited content.

Because of this, we encourage you to sign-up for DustyALRT.

Additional information about parking regulations, campus safety, MAP, and parking permits can be found by visiting www.tamiu.edu/adminis/police or calling 956.326.3100.
The University Catalog is the single most important tool to have as a student. In it, you will find information about school rules and regulations, degree plans, University services, and information about classes. The Catalog is especially helpful when determining your degree plan, finding course descriptions, and seeing what, if any, prerequisite courses you may be missing.

Below, you will find a sample degree plan for a Bachelor of Arts with a major in Music:

<table>
<thead>
<tr>
<th></th>
<th>FRESHMAN YEAR</th>
<th>SOPHOMORE YEAR</th>
<th>JUNIOR YEAR</th>
<th>SENIOR YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>ENGL 1302</td>
<td>ENGL 1301</td>
<td>PSCI 2305</td>
<td>MUAP 3213</td>
</tr>
<tr>
<td>English Composition I</td>
<td>English Composition II</td>
<td>The U.S. to 1877</td>
<td>American National Govt</td>
<td>App Music Inst</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>HIST 1302</td>
<td>HIST 1301</td>
<td>COMM 2306</td>
<td>MUAP 3213</td>
</tr>
<tr>
<td>The U.S. to 1877</td>
<td>The U.S. Since 1877</td>
<td>The U.S. to 1877</td>
<td>App Music Inst</td>
<td>App Music Inst</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>MATH 1314</td>
<td>MATH Elective1</td>
<td>MATH Elective1</td>
<td>MATH Elective1</td>
<td>MATH Elective1</td>
</tr>
<tr>
<td>College Algebra</td>
<td>Natural Science*</td>
<td>Natural Science*</td>
<td>Natural Science*</td>
<td>Natural Science*</td>
</tr>
<tr>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>MUAP 1213</td>
<td>MUAP 3213</td>
<td>MUAP 3213</td>
<td>MUAP 3213</td>
<td>MUAP 3213</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>MUEN 1181</td>
<td>MUEN 1182</td>
<td>MUEN 3213</td>
<td>MUEN 3213</td>
<td>MUAP 3213</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1211</td>
<td>MUSI 2181</td>
<td>MUSI 2211</td>
<td>MUSI 2211</td>
<td>MUSI 2211</td>
</tr>
<tr>
<td>Music Theory I</td>
<td>Piano Class III</td>
<td>Music Theory III</td>
<td>Music Theory III</td>
<td>Music Theory III</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1216</td>
<td>MUSI 1217</td>
<td>MUSI 1216</td>
<td>MUSI 1216</td>
<td>MUSI 1216</td>
</tr>
<tr>
<td>Aural Training I</td>
<td>Aural Training II</td>
<td>Aural Training III</td>
<td>Aural Training III</td>
<td>Aural Training III</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>Total</td>
<td>Total</td>
<td>Total</td>
<td>Total</td>
</tr>
<tr>
<td>17</td>
<td>15</td>
<td>15</td>
<td>16</td>
<td>12</td>
</tr>
</tbody>
</table>

Please remember that this is only a sample and being shown for illustrative purposes.
The Student Handbook is your source to understanding the rules and procedures of Texas A&M International University (TAMIU) and The Texas A&M University System (TAMUS).

The Student Handbook provides information about your rights and responsibilities as a student of TAMIU. As a student, you are responsible for understanding the expectations set forth when you become a part of the University community. In the Handbook, you will find information about the Honor Code, the Student Code of Conduct, the University’s alcohol regulations, and other important information related to your success.

Honor Code
As a member in an academic community, students at Texas A&M International University are expected to exhibit a high level of honesty and integrity in their pursuit of higher education, be mature, be self-directed and able to manage their own affairs. Students who are unwilling to abide by these basic expectations will find themselves facing academic and/or disciplinary sanctions. Students are expected to share in the responsibility and authority with Faculty and staff to challenge and make known acts that violate the TAMIU Honor Code.

Student Code of Conduct
Upon registration, students automatically become members of the University community and assume full responsibility for proper conduct until their separation from the institution. A university is a community of scholars engaged in the search for truth and in the transmission of knowledge based on truth. University students should be familiar with the ordinary conventions of adult society. Misconduct at the University is not tolerated as it diminishes the overall value of the degrees awarded by Texas A&M International University. All students at the University should be involved in assuring the honesty of all students through their own individual actions and deeds.

Alcohol
Students twenty-one (21) years or older are permitted to possess and consume alcoholic beverages inside the privacy of their on-campus residencies. Alcoholic beverages in any form are not permitted in the breezeways, stairwells, community center, cars or any other spaces outside the individual apartments. Additionally, the resident and his/her guests must comply with State, County and local statutes concerning possession, sale and consumption of alcoholic beverages. Be aware that even if you are of legal drinking age, possessing or consuming alcohol in the same room with any roommate or guest under the age of 21 is a violation of state law. If this occurs, you will be arrested for furnishing alcohol to a minor and the person under the age of 21 will be ticketed for being a minor in possession.

Controlled Substances/Drugs
Students are expected to be aware of and abide by all State and Federal laws pertaining to controlled substances and illicit drugs. The unlawful manufacture, distribution, possession, or use of controlled substances, illicit drugs, or drug paraphernalia on University property or at University sponsored activities is strictly prohibited. Furthermore, improper or illegal use, possession or distribution of narcotics or other controlled substances and/or drug paraphernalia may result in immediate expulsion from university housing facilities as well as additional disciplinary sanctions.
Classroom Conduct
Students and faculty share responsibility for maintaining an appropriate learning environment. Faculty members have the professional responsibility to treat students with understanding, dignity and respect, to guide classroom discussion and to set reasonable limits on the manner in which students express opinions. Students have the scholastic responsibility to self-monitor and regulate their behavior, according to their role as adult learners, no matter their age, classification, background, disability status, etc. Disruptive students in the academic setting hinder the educational process. Disruption, as applied to the academic setting, means behavior that a reasonable faculty member would view as interfering with normal academic functions. Examples include, but are not limited to, persistently speaking without being recognized or interrupting other speakers, behavior which distracts the class from the subject matter or discussion, or in extreme cases, physical threats, harassing behavior or personal insults, or refusal to comply with faculty direction. Students are expected to refrain from disruptive behavior at all times and failure to do so may result in disciplinary action.

Attendance Rule
It is assumed that a vital part of every student’s education is regular attendance of class meetings. Every faculty member keeps a current attendance record on all students. Any absences tend to lower the quality of a student’s work in a course, and frequent or persistent absences may preclude a passing grade or cause a student to be dropped from one or more courses by the respective faculty with approval of his or her Chair and Dean. The University views class attendance as a student’s responsibility. Students are expected to attend class and to complete all assignments. Instructors are expected to give adequate notice of the dates on which major tests will be given and assignments will be due. Graduate students are expected to attend all examinations required by departments or advisory committees as scheduled. Students are strongly encouraged to consult the course syllabi, provided by instructors during the first week of classes, for specific requirements and expectations.

Student Handbook
Public Information Act and Family Educational Rights and Privacy Act (FERPA)

Pursuant to the provisions and intent of Chapter 552, Texas Government Code, known as the Public Information Act, and the Family Educational Rights and Privacy Act (FERPA) of 1974 as amended, a University policy has been established relating to the accessibility of student information in the custody of the University.

FERPA affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the university receives a written request for access. Students should submit to the University Registrar, dean, head of the academic department or other appropriate official, written requests that identify the record(s) they wish to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education records that the student believes is inaccurate or misleading. Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the university will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel, health staff, and student employees); a person or company with whom the university has contracted (such as an attorney, auditor, collection agent, or the National Student Clearinghouse); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

4. A school official has legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the university discloses education records without consent to officials of another school in which a student seeks or intends to enroll. TAMIU will automatically forward a student’s record to these institutions upon their request.
5. The right to file a complaint with the U. S. Department of Education concerning alleged failures by Texas A&M International University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U. S. Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-4605

**Directory Information**

Information regarding the student will be provided to the public upon request unless student files a request in the Office of the University Registrar asking to be excluded from the directory or from any other requests for open directory information from outside entities. The request should be submitted by the 12th class day in the Fall and Spring terms, the 4th class day in the summer terms. A request to withhold information may be submitted after the stated deadline for a term, but information may be released between the deadline and receipt of the request. The file of a student who has asked to be excluded from the directory information will remain flagged until the student requests that the flag be removed.

The information consists of a student’s full name, address, telephone number, date and place of birth, major and minor fields of study, classification, enrollment status (full-time, part-time, undergraduate, graduate, etc.), term schedule of classes, roster of classes enrolled, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, degrees, awards received (including types of award), the last educational agency or institution attended previous to TAMIU, and photograph.

Texas A&M International University will disclose information from a student’s education records only with the written consent of the student, except:

- To school officials who have a legitimate educational interest in the records.
- To officials of another school, upon request, in which a student seeks or intends to enroll.
- To certain officials of the U. S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with an audit, or certain state or federally supported education programs.
- In connection with a student’s request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.
- If required by state law requiring disclosure that was adopted before November 19, 1974.
- To organizations conducting certain studies for on behalf of the University.
- To accrediting organizations to carry out their functions.
- To parents of an eligible student who claim the student as a dependent for income tax purposes.
- To parents of students under the age of 21 years found culpable of alcohol and drug offenses, to the extent authorized by state law.
- To comply with a judicial order or a lawfully issued subpoena.
- To appropriate parties in a health or safety emergency.
- To an alleged victim of any crime of violence or non-forcible sex offense, the results of any institutional disciplinary proceeding against the alleged perpetrator of that crime with respect to that crime or university rules or policy as authorized by state law.
- To release information designated as directory information by the university; unless student has requested such directory information be withheld.
- To a court in which the university is defending itself against legal action initiated by a parent or eligible student.
Academic Support and Student Services

**CASA Tutoring**
The Center for Advancement of Scholastic Achievement (CASA) provides an academically focused, student-centered, supportive environment for students at Texas A&M International University by providing quality comprehensive academic support services to Texas A&M International University students with the goal of supporting the University's mission for student success. Services include one to one tutoring, group tutoring, and supplemental instruction for many academic subject areas, particularly mathematics, the sciences and the social sciences.

**Writing Center**
The primary mission of the Writing Center at Texas A&M International University is to support the instructional goals of the faculty by providing free individual and small-group tutoring sessions, peer review sessions, and writing workshops to students at the University and in the community. Writing tutors are specially trained students and paraprofessionals who have demonstrated excellence in working with others on the continued development of their written communication skills. In order to develop more confident and competent writers, tutors provide guidance in developing, revising, and editing students’ papers. Tutors listen and respond to students’ works in progress, ask questions, and point out particular areas to focus on for improvement. Since the goal of tutoring is to develop increasingly independent writers, tutors will not correct errors nor rewrite students’ work; instead, during the course of a tutoring session, they will focus on one or two types of improvement strategies students may employ to produce more effective written work. Students are accepted by appointment only and arrangements must be made twenty-four (24) hours in advance.

**Disability Services for Students**
Disability Services for Students promotes a supportive learning community to empower students with disabilities to accomplish their academic goals by ensuring accessibility to university programs. We aim to foster greater awareness both of, and for, persons with disabilities in our multilingual, multicultural international environment.

**Recreational Sports**
The Department of Recreational Sports provides programs, facilities, and services that promote active participation allowing the opportunity to achieve individual potential while having fun, relieving stress, and promoting community and spirit. The Department offers informal recreation at the Kinesiology & Wellness Recreational Center, organized competitions and learning environments (Intramurals and Sport Clubs), structured group/personnel fitness opportunities (Fitness), & healthy lifestyle habits seminars (wellness). Through participation, students, faculty, staff, alumni, & university affiliates are provided an opportunity to relieve stress, be fit and have fun!

**Office of the University Registrar**
The Office of the University Registrar is dedicated to providing professional, efficient and courteous administrative services to all students, faculty and staff by administering fair and consistent practice of institutional policies and procedures while maintaining the integrity of our student records.
**Student Activities**
The Office of Student Activities promotes and encourages experiences and opportunities that will allow students the ability to mature and create a positive atmosphere as they excel in their future within themselves, the University and the community at large. Students will develop a community of citizens through the promotion of personal and social responsibility, student success and academic completion.

**Student Counseling Services**
Student Counseling Services contributes to the overall mission of the Texas A&M International University’s Division of Student Success within the context of Campus Wellness. Our purpose is to facilitate student success by providing students in our unique multilingual, multicultural, and international context with the appropriate counseling, testing, advocacy, psychoeducation, training, and referral services.

**Student Health Services**
The mission of the department of Student Health Services is to enhance the educational experience of TAMIU students by reducing student risks for injury and illness, providing episodic care, referrals, and health education.

**Study Abroad**
Study abroad is a discovery process, a discovery of foreign language and academics, countries and cultures, but most importantly it is a discovery of yourself! It is our hope that you will participate in a program that will educate and enrich your life for many years to come. TAMIU has a comprehensive offering of study abroad programs, financial aid, and student services. Throughout your study abroad experience, from the early planning stages until your return back to the TAMIU campus, we are here to assist you.
University Life

As an *International* university, TAMIU is represented by numerous activities, traditions, and programs aimed and providing global prospective and understanding. The University is vibrant with activities and programs that appeal to a broad group of students with diverse backgrounds and interests. Keep your eyes peeled for signs and flyers posted around campus for what’s to come.

**Dustdevil Athletics**

University athletics proudly boasts 11 intercollegiate sports and is now an NCAA Division II program. The program has grown tremendously over the last few years and includes baseball, men’s and women’s basketball, softball, men’s and women’s golf, volleyball, and men’s and women’s soccer.

**Student Government (SG)**

Student Government (SG) at TAMIU is the voice and representation of the students. Over the last year, SG has initiated many new learning objectives aimed and preparing the leaders of tomorrow. Interested students should make plans to attend the weekly SG Senate Meetings.

**Campus Activities Board (CAB)**

Campus Activities Board (CAB) brings pride, tradition and quality experiences to the Texas A&M International University campus. CAB is responsible for bringing entertainment for the entire campus community that informs and educates. Through its programming CAB will enlighten and engage students through opportunities outside the classroom that will develop leadership, diversity and life skills.

**Maroon Mob**

Maroon Mob was established in 2007 in an effort to promote school spirit and cheer on the TAMIU Dustdevil teams. Over this short time, this group of students has shown its effectiveness in promoting tradition and school pride at home games. To become part of this eclectic group, stop by the Office of Student Activities located in suite 226 of the Student Center.

**The Dustdevil Mascot**

Over the years, Texas A&M International University has marked many milestones with the presence of its friendly Dustdevil mascot affectionately known as ‘Dusty.’

In 2008, as the University energetically entered its first year as active member of NCAA Division II and introduced a new athletic mascot that will serve as the face of TAMIU Athletics for athletic
and community events. The ‘Dustdevil’ was unveiled in October 2008 and was created with the input of current students and alumni.

**Student Organizations**
Being a part of a student organization is to your benefit. Studies have shown that being a part of an club improve your interpersonal, leadership and time management skills while increasing your grade point average. TAMIU is home to over 50 clubs and organizations with a variety of interests and purposes. Join an organization today and make your impact!

**Campus Traditions and Culture**
TAMIU is home to many traditions held throughout the year. Currently these traditions include Welcome Week (August), AutMus Fest (October), TAMIU Hoops Madness (October), Halloween Fest, TAMIU Tree Lighting (December), Pre-Exam Jam (April), and many other cultural awareness programs. In addition the University celebrates Constitution Day (September), Hispanic Heritage Month (September-October), Black History Month (February), and Women’s History Month (March). Most events are free and open to all students, faculty, and staff.

**Cultural Enrichment**
TAMIU offers a variety of lecture series, plays, art exhibits, and concerts to the University and Laredo communities. Each event is designed to enhance classroom learning and professors will often provide extra credit opportunities for attending these events. Take advantage of these one of a kind opportunities and make the most of your time on campus.

**Alumni Association**
Your connection to TAMIU does not end when you cross the stage with your diploma in hand dressed in your graduation gown. On the contrary, you are now a part of a select group of students that call themselves TAMIU Alumnus. Stay connected and involved by joining your former classmates in forming tradition and providing scholarships to deserving students.
Alma Mater

SUNG TO THE THEME FROM THE FOURTH MOVEMENT OF BEETHOVEN’S NINTH SYMPHONY

A Song for Texas A&M International University

Near to Rio Grande’s waters, stately towers above the plain,
Stands our noble Alma Mater, wisdom raised for all to gain.

Binding nations, hearts and visions, aspirations ever new,

    Hail to Thee, our Alma Mater!
    Hail to Thee, dear TAMIU!

Here, ‘neath sun and gentle breezes, dove and deer lodge safely by,
May Thy children, safe in wisdom, flourish ever ‘neath Thy sky.
Pledge we faith and homage ever, joined in our diversity,
    May time ne’er efface the memory of our University!

Binding nations, hearts and visions, aspirations ever new,

    Hail to Thee, our Alma Mater!
    Hail to Thee, dear TAMIU!

©1996 Lyrics by Ray M. Keck III and Family

Campus Map

Getting to know your new campus before arriving is to your benefit as it will assist you in finding the nearest parking area or the shortest distance between classes. The University continues to grow at an astonishing rate with construction occurring on an ongoing basis.

University Directory

The directory provides you with information about how to contact your professor or any other staff member at TAMIU. Information is available online or by calling the University Operator at 956.326.2001.
Transfer Student Orientation: 
The Dustdevil Transition

You are now a part of the Dustdevil Family!

You are officially ready to join your fellow classmates as you continue your path towards success at Texas A&M international University (TAMIU).

This concludes your orientation program.

In the next pages, you will be asked to fill out a quick survey that will allow us to evaluate our online program. You should submit this evaluation to the Office of Student Activities, located in suite 226 of the Student Center. You will also find a section of Frequently Asked Questions (FAQs) that many of our transfer students have.

We hope you have found this helpful and encourage your feedback and comments.

The Office of Student Activities is located in suite 226 of the Student Center and we hope to be of assistance as you begin your transition.

Should you have any questions, please do not hesitate to contact us by e-mailing us at student_activities@tamiu.edu or calling 956.326.2280.
The Dustdevil Transition Evaluation

Please use the following scale when responding to the statements below.

5    4    3    2    1
Strongly Agree    Agree    Neutral    Disagree    Strongly Disagree

1. The Dustdevil Transition is convenient. 1 2 3 4 5
2. The Dustdevil Transition was easy to navigate and user friendly. 1 2 3 4 5
3. The Introduction and Welcome was enjoyable and informative. 1 2 3 4 5
4. I know everything I need to get my TAMIU OneCard. 1 2 3 4 5
5. I know the importance of getting my TAMIU E-mail. 1 2 3 4 5
6. The UOnline session was helpful and informative. 1 2 3 4 5
7. I have a good understanding of eLearning (Angel). 1 2 3 4 5
8. I understand financial aid and know my options of how to make my payment. 1 2 3 4 5
9. I understand the importance of obtaining my parking permit, being careful with campus wildlife, and signing up for DustyALRT. 1 2 3 4 5
10. The University Catalog section was helpful. 1 2 3 4 5
11. I understand my rights and responsibilities as described by the Student Handbook section. 1 2 3 4 5
12. I understand my privacy rights and how to use the University directory. 1 2 3 4 5
13. I know where I can go for assistance with Academic Support and Student Services. 1 2 3 4 5
14. The University Life section was helpful in understanding what there is to do on campus. 1 2 3 4 5
15. The Frequently Asked Questions (FAQs) section was helpful. 1 2 3 4 5

What would you change about The Dustdevil Transition?

__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

What did you enjoy the least?

__________________________________________________________________________________________
__________________________________________________________________________________________

What did you enjoy the most?

__________________________________________________________________________________________
__________________________________________________________________________________________

When finished, please submit to the Office of Student Activities, located in Student Center suite 226.
Frequently Asked Questions (FAQs)

When are class schedules posted for the upcoming semester?
Class schedules are posted approximately two (two) months before the start of the following semester. For example, the spring schedule of classes was made available to students in late October.

When can I register for classes?
Once you have been fully admitted to TAMIU and meet with your advisor, you will be able to register.

Financial Aid

How will I receive my refund?
You will receive all refunds through a 3rd party bank (Higher One). All registered students receive a TAMIU Debit Card through the mail to the address that is on file at the University. The card must be activated at www.tamiudebitcard.com where you will be given two options in which you can receive your refund.

  The two options are:
  Opening a Higher One Account (1 day to receive refund)
  ACH Transfer (2-3 days to receive refund)

Visit the Higher One EasyHelp Website for more information.

When will I receive my refund?
It varies by student, and it is highly recommended that you log-on to UOnline under account summary by term to check if a refund has been processed. You may also logon to www.tamiudebitcard.com to view refund statuses.

Who qualifies for financial aid?
Anyone who completes a financial aid folder and meets our Satisfactory Academic Progress (SAP) Policy qualifies for some source of institutional, state or federal financial aid.

What is your school code?
Our school code is 009651.

How do I apply for work study?
You MUST have a complete financial aid folder and need to apply online at Dusty Works.

Who qualifies for Stafford loans?
If you have attended ENTRANCE counseling at TAMIU, have not DEFAULTED on a federal loan, have a complete financial aid folder, enrolled for at least 6 hours, and meet the SAP policy.

What types of grants and loans are available?
There are institutional, state, and federal grants and loans.

What do I need to do if I am transferring from another institution?
You will need to include our school code (009651) on the FAFSA, complete a financial aid folder with our institution, and meet our Satisfactory Academic Progress (SAP) Policy.

Should I apply even though I might not qualify?
Yes, you are strongly encouraged to fill out a FAFSA even if you feel you may not qualify. Most students qualify for some type of aid like grants, scholarships or student loans.
Are there any emergency loans available?
Yes, but they are on a first-come first-served basis. You must be enrolled before you apply for emergency loans. There are two types of emergency loans--Emergency Tuition Loans and Book Loans. The Business Office processes the Emergency Tuition Loans, and the Office of Financial Aid process the Book Loans. A fee must first be paid at the Business Office for both types prior to the processing of the loan(s). If you have previous outstanding balances from emergency loans, you do NOT qualify.

I am a transfer student who was denied financial aid at my last institution, do I qualify at TAMIU?
You may qualify for financial aid at our institution if they have a complete financial aid folder and meet TAMIU's Satisfactory Academic Progress Policy.

Is my folder complete?
You should log-on to UOnline under Financial Aid - Eligibility - Student Requirements to check if your financial aid folder is complete.

Do I have any financial aid holds?
You should log-on to UOnline under Financial Aid Eligibility to check if they have any holds.

What is the difference between an Emergency loan and a Stafford Loan?
Emergency loans are offered from institutional funding (TAMIU) and need to be paid back by mid semester.

Students who have Stafford Loans have six months after they graduate or drop below 6 hours of enrollment at any institution of higher education before their loan must be paid back. Stafford loans also require that each student borrower has a complete financial aid folder and that the student be in compliance with TAMIU's Satisfactory Academic Progress Policy.

Can I receive Pell Grant even if I am enrolled for only 3 hours?
Yes, as long as you have a complete financial aid folder, meet SAP policy, and your EFC (Expected Family Contribution) is less than 3401.

Accessing UONLINE
I can't log into UONLINE! What is my USER ID?
To log into UONLINE, your User ID is your nine character Student ID starting with the 'A' character and followed by eight numbers (for example: A12345678).

What is my PIN? How can I change it?
PINS are 6 digits. If this is your first time to access UONLINE, your default PIN is your birth date in the format 'MMDDYY'. You must change this PIN upon sign in because it will automatically expire. If your birth date is December 6, 1973 your PIN is 120673.

I forgot my PIN, what should I do?
If you do not remember your PIN and you created a security question and answer, enter your Student ID in the User ID field and click on the "Forgot PIN?" button. Do this before the third attempt to login or you will be locked out.

I am locked out of my UONLINE account. What should I do?
Please contact the Office of the University Registrar at 956.326.2250 or at registrar@tamiu.edu.
Personal Information

How do I change my address and phone information on UONLINE?

Follow these steps:
1. Login to UONLINE
2. Click on "Personal Information"
3. Click on "Update Addresses and Phones"
4. Click on the "Current:" link in the "Addresses and Phones" section.
5. In the "Update Address(es) and Phone(s) - Update/Insert" page, read the information paragraph above the update form before updating your address.
6. Update your address and phone information by filling in the required fields in the update address form.
7. You may also add/update phone numbers by filling in fields in the Phone section of the update form.
8. Click on the "Submit" button to commit your changes.
9. You may now log off UONLINE.

UONLINE won't let me change/update my address!
When I submit my address changes I receive a "Valid From This Date / Until This Date combination overlaps existing address..." error.

When you insert a new address be sure to:
• Read the dates in the "Valid From This Date: MM/DD/YYYY" and "Until This Date: MM/DD/YYYY" fields in the current address, first.
• When you fill out the new address form, choose dates in the "Valid From This Date: MM/DD/YYYY" and "Until This Date: MM/DD/YYYY" fields that do not overlap with the current address. You can leave the "Until This Date: MM/DD/YYYY" blank.

When you update your address, make sure you enter a start date in the "Valid From This Date: MM/DD/YYYY" field and end date in the "Until this date: MM/DD/YYYY" field that does not overlap with the current permanent address you are trying to update. If you are unable to update your address, stop by the Office of the University Registrar in Killam Library, Suite 168 or contact our office at 956.326.2250.

Registration

How can I register for my classes on UONLINE?
1. Login to UONLINE
2. Click on “Student Services & Financial Aid”
3. Click on “Registration”
4. Click on “Add or Drop Classes”
5. Select Term and Click on “Submit”
6. In the “Add Classes Worksheet”, enter CRN’s (Course Reference Numbers) for the selected courses and click “Submit Changes”

    NOTE: First Time Freshmen, College of Education majors (or students in a certification program), nursing majors, communication majors and students with registration holds are not eligible to register online.

7. You may now log off UONLINE.

How can I view my schedule on UONLINE?
1. Login to UONLINE
2. Click on “Student Services & Financial Aid”
3. Click on “Registration”
4. Click on “Student Detailed Schedule”
5. Select Term and Click on “Submit”
6. You may now log off UONLINE.

How can I view my grades on UONLINE?

1. Login to [UONLINE](#)
2. Click on “Student Services & Financial Aid”
3. Click on “Student Records”
4. Click on “Midterm Grades” or “Final Grades”
5. Select Term and Click on “Submit”
6. View or print your grades
7. You may now log off UONLINE.

How can I view my academic transcript on UONLINE?

1. Login to [UONLINE](#)
2. Click on “Student Services & Financial Aid”
3. Click on “Student Records”
4. Click on “Academic Transcript”
5. Select Transcript Level and Type
6. Click on “Submit”
7. View or Print your academic transcript
8. You may now log off UONLINE.

How can I withdraw from all my classes on UONLINE?

A TAMIU student cannot withdraw himself or herself completely from TAMIU using UONLINE. A complete withdrawal from TAMIU may be requested by completing a withdrawal form and submitting this form to the Office of the University Registrar.

Financial Aid

How can I accept/decline my Financial Aid Award on UONLINE?

1. Login to [UONLINE](#)
2. Click on "Student Services and Financial Aid"
3. Click on “Financial Aid”
4. Click on "Award"
5. Click on "Accept Award Offer"
6. Select an Aid Year and Click on “Submit”
7. You may now ACCEPT or DECLINE your awards!
8. You may now log off UONLINE.

If you are accepting a Stafford Loan, please allow 3 to 5 business days for the Office of Financial Aid to create your loan on [http://lbw.tgslc.org](http://lbw.tgslc.org). Visit [http://www.tamiu.edu/affairs/financial](http://www.tamiu.edu/affairs/financial) for instructions and “Entrance Counseling” dates. Contact the Office of Financial Aid at 956.326.2225 or email at financialaid@tamiu.edu for more information.

Online Payments

How can I pay my tuition and fees on UONLINE?

1. Login to [UONLINE](#)
2. Click on “Student Services & Financial Aid”
3. Click on “Student Records”
4. Click on “Account Summary”
5. Click on “Credit Card Payment”
6. Select Term
7. Enter credit card information
8. Click on “Submit Payment”
9. Print receipt
10. You may now log off UONLINE.
Contact the Business Office at 956.326.2140 for additional payment options or email the office at businessoffice@tamiu.edu for more information.

In account summary page, my outstanding balance seems larger than I thought. Is this the amount I owe?
The account summary page lists the total credits and debits for your account since you have been enrolled at TAMIU. This summary also includes charges for your current term as well as charges you have already paid from previous semesters. You can check the "Account Summary by Term" page to see your account balance for the current semester.