Global Services
If you are an international student, International Student Services will assist you during your time here at The University of Texas at San Antonio.

Graduate Admissions/One Stop
Don’t forget to submit your final transcripts to the One Stop Enrollment Center. Until we receive all final transcripts, you’ll have a hold on your account preventing future registration.

Contact Graduate Processors:
Location: Flawn Sciences Building 1.01.05
Email: graduate.admissions@utsa.edu
Phone: (210) 458-7985
Send Official Transcripts to: graduate.documents@utsa.edu

Graduate School Events
Stay up-to-date with the Graduate School Events Calendar. Don’t miss the numerous events happening throughout the semester.

Set Up Your Zoom Account
Virtual meeting and collaboration tool Zoom is available to all UTSA students, faculty and staff through a university-wide site license.

Set Up Your DUO Account
DUO two-factor authentication is required to access student financial information in ASAP. This requirement is a part of a continued effort to protect student data across the UT System.

Get Your UTSA ID
Your can receive your UTSA Card on the Main Campus (Multidisciplinary building MS 1.01.52) or the Downtown Campus (Frio Building FS 2.424C). Please bring the following to Campus Services:
- A government-issued photo ID (driver’s license, passport, military ID, etc.)
- Your Banner ID number

Setting Up Your UTSA Email
After applying to UTSA, you should receive an email from myUTSAaccount@utsa.edu with a link and instructions to activate your myUTSA ID.

To sign in to your inbox on the web:
1. Visit portal.office.com
2. Sign in with your new email address and UTSA passphrase.
3. Click the Outlook icon on the left-hand side of the page.

Get Your Parking Permit
You must attain a new parking permit each academic year. You will need your Student ID to complete this step (see step above). Review the parking choices available to you under Permit Options. You can attain your parking permit by selecting Purchase on MyParking. Proceed to Permits<Get Permits<UTSA Student/Employee Login. You can also order them through UTSA’s myParking portal on ASAP.

Financial Aid
Graduate Admissions/One Stop will assist you with any questions about financial aid, scholarships, and loans. On campus locations:
If you’re unable to visit campus, you can contact One Stop at 210.458.8000 or via email at onestop@utsa.edu for assistance.

MAIN CAMPUS
JPL 1.01.04
One UTSA Circle
San Antonio, TX 78249

DOWNTOWN CAMPUS
FS 2.400
501 W. Cesar Chavez Blvd.
San Antonio, TX 78207

Global Services
If you have any questions about Global Services, you will want to contact your country’s Consular Section to acquire all the necessary information required to issue your visa.

UTSA Buildings and Maps
View maps of our Main, Downtown, Hemispheres, and West campuses.

CAMPUS TOURS
Sign up for an on-campus tour or explore additional tours available to you.

UTSA Resources
We are proud to be recognized as a Hispanic Serving Institution. Learn more about the services available to you at UTSA.

Connect With Us
Follow us on social media to stay up-to-date on campus events, student achievements, and other important information.

Subscribe To Our Channel
Subscribe to the official YouTube channel for graduate students at The University of Texas at San Antonio. You can find recorded professional development sessions, academic resources, and vital information for orientation.

Connect with your community!

Graduate School Events
Stay up-to-date with the latest events, workshops, and more during your time at UTSA.

Connect Us