

College of Veterinary Medicine &
Biomedical Sciences (CVM)
Graduate Student Orientation



Orientation to Graduate Studies
at Texas A&M University



College of Veterinary Medicine & Biomedical Sciences (CVM) Graduate Student Orientation



TEXAS A&M
UNIVERSITY

Office of Graduate and Professional Studies



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Office of Graduate and Professional Studies



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Associate Provost for Graduate and Professional Studies

The Associate Provost for Graduate and Professional Studies oversees all aspects of the Office of Graduate and Professional Studies and the Thesis Office, advocating for continual improvement in graduate education at Texas A&M University.

Graduate Student Professional Development

OGAPS seeks to connect graduate students to effective workshops, seminars and resources supporting all aspects of professional development. Occasional workshops are offered by OGAPS directly.

Graduate Student Ombuds Services

The ombuds team advocates for the processes of graduate education by being equally open and accessible to all parties—students, faculty, staff, and administrators.

ombuds@tamu.edu - OGAPS Ombuds e-mail address

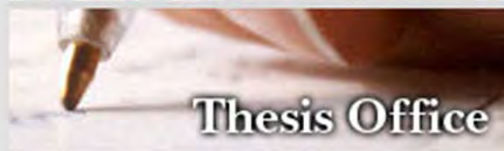
Graduate Records Processing

The Office of Graduate and Professional Studies is responsible for maintaining all University graduate degree requirements. The Graduate Records Processing area receives proper documentation for and records each major decision point in a graduate student's degree program. In addition, we offer training and guidance for graduate advising staff.

Thesis Office

The Thesis Office reviews each electronic thesis, dissertation and record of study (ETD) for uniformity, consistency, and adherence to University guidelines for quality. In addition, we provide a wide range of preparation support and coordinate the timely release of the ETD for public access.

thesis@tamu.edu - Thesis office e-mail address

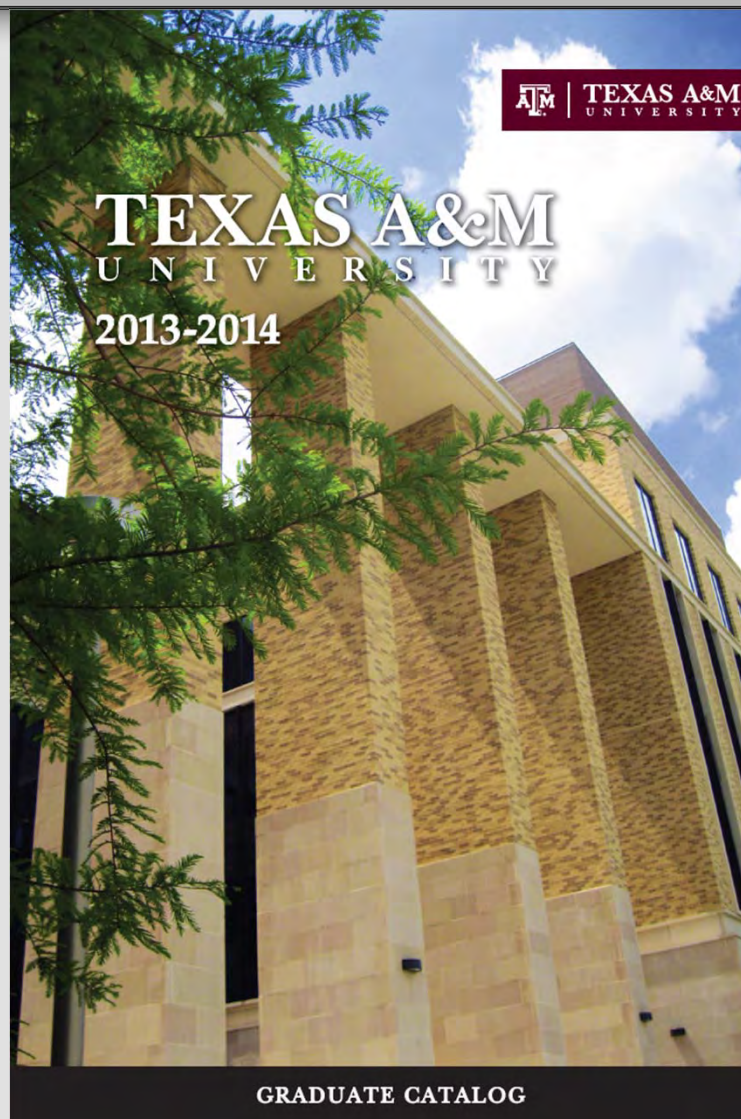


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University Student Rules

Each student enrolled at Texas A&M University is responsible for being fully acquainted with and complying with the Texas A&M University Student Rules. Specific rules, information and procedures may be found in publications pertaining to each particular service or department. These rules and guidelines were in effect as of the printing of this catalog. Graduate students are encouraged to check the website student-rules.tamu.edu for any changes.

Aggie Code of Honor

An Aggie does not lie, cheat or steal, or tolerate those who do.

Academic and Research Integrity

All students admitted to graduate and professional education are expected to embrace the value of integrity and participate in academic and research activities in accordance with all rules and regulations. Any perceived or actual misconduct in academic or research activities should be reported to the Aggie Honor System Office (<http://aggiehonor.tamu.edu>), including but not limited to cheating, falsification, plagiarism, and complicity.



Scholastic Requirements

- Cumulative and Degree Plan GPA must be ≥ 3.000
- Only grades of A, B, C, or S are acceptable*
- The cumulative GPA calculation includes all graduate and professional-level (600, 700, and 900) courses, and any upper-level undergraduate (300 and 400) courses
- Scholastic Deficiency < 3.000 GPA – cannot take university or department exams/graduate
- Departments and financial awards may have stricter requirements for the GPA

Academic Regulations

Registration:

- Full-time enrollment = 9 hours fall/spring, 6 hours summer
- Max. enrollment = 15 hours fall/spring, 6/12 hours summer.
Additional hours requires approval from the Dean's Office.

Continuous Registration

- Students with a thesis, dissertation, or internship required must register for at least one hour of credit each semester until all *degree requirements* are complete
- Non-thesis students without an internship requirement must register for at least one hour of credit each semester until all *degree plan courses* are complete
- Summer registration is not required unless a student will conduct university business

Leave of Absence

Academic Regulations

International Students:

- Must be enrolled for a full-time schedule every semester*

- English Language Proficiency (ELP)
 - ❑ Verification (minimum) or Certification (TA)
 - ❑ Must satisfy requirement before scheduling first degree-required exam (prelim or final)
 - ❑ ELP Exam – when not satisfied through other means
 - ❑ Must take prior to registering for first semester
 - ❑ Students who do not pass the ELP Exam will take courses with the English Language Institute (ELI)
 - ❑ ELI courses do not count towards full-time enrollment

<http://iss.tamu.edu>

<http://eli.tamu.edu>

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Graduate Degrees

STUDENT LEARNING OUTCOMES— MASTER'S



A student who graduates from Texas A&M University with a master's degree will:

- **Master degree program requirements**, including
 - theories, concepts, principles, and practice, and
 - develop a coherent understanding of the subject matter through synthesis across courses and experiences.
- **Apply subject matter knowledge in a range of contexts to solve problems and make decisions.**
- **Use a variety of sources and evaluate multiple points of view to analyze and integrate information and to conduct critical, reasoned arguments.**
- **Communicate effectively.**
- **Use appropriate technologies to communicate, collaborate, conduct research, and solve problems.**
- **Develop clear research plans and conduct valid (data-supported), theoretically consistent, and institutionally appropriate research.**
- **Choose ethical courses of action in research and practice.**

Excerpted from

*Academic Master Plan,
Teaching and Learning
Roadmap (2008-2009),
Approved by President
January 2010*

STUDENT LEARNING OUTCOMES— DOCTORAL



A student who graduates from Texas A&M University with a doctoral degree will:

- **Master degree program requirements**, including
 - theories, concepts, principles, and practice;
 - develop a coherent understanding of the subject matter through synthesis across courses and experiences; and
 - apply subject matter knowledge to solve problems and make decisions.
- **Apply a variety of strategies and tools, use a variety of sources, and evaluate multiple points of view to analyze and integrate information and to conduct critical, reasoned arguments.**
- **Communicate effectively.**
- **Develop clear research plans, conduct valid, data-supported, theoretically consistent, and institutionally appropriate research and effectively disseminate the results of the research in appropriate venues to a range of audiences.**
- **Use appropriate technologies to communicate, collaborate, conduct research, and solve problems.**
- **Teach and explain the subject matter in their discipline.**
- **Choose ethical courses of action in research and practice.**

Excerpted from

*Academic Master Plan,
Teaching and Learning
Roadmap (2008-2009),
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Degree Guidelines

Student's Advisory Committee:

- Consists of graduate faculty members representative of the student's field(s) of study and research focus
 - Chair or Co-Chairs
 - Members
 - MS – minimum 3
 - PhD – minimum 4

- Committee serves to guide student in academic and research matters, and has oversight responsibility for the:
 - Degree plan
 - Research proposal (when applicable)
 - Thesis or dissertation (when applicable)
 - Department and University exams

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Degree Guidelines

Degree Plan:

- MS – Thesis (32 hrs)
 - Limitations – max. 12 hours of 684/685/690/691/695
 - Before end of 2nd long semester
- MS – Non-Thesis (36 hrs)
 - Max. 9 hrs 684/685 and 300/400
 - No 691 allowed
 - Before end of 2nd long semester
- PhD (64 hrs or 96 hrs)
 - Before end of 4th long semester

Petitions:

- MDD
- Long Form

<https://ogsdpss.tamu.edu>



OFFICE OF GRADUATE AND
PROFESSIONAL STUDIES
TEXAS A&M UNIVERSITY

DOCUMENT PROCESSING SUBMISSION SYSTEM

STUDENTS

- login here -

FACULTY
& STAFF

- login here -

OGAPS STAFF

- login here -

This computer system and data herein are available only for authorized users. Use for any other purpose may result in administrative/disciplinary actions or criminal prosecution against the user. Usage may be subject to security testing and monitoring. Applicable privacy laws establish the expectations of privacy.

Office of Graduate and Professional Studies | Search | Contact OGAPS | Privacy & Security Policy

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1113 TAMU College Station, TX 77843
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MEMBER OF THE
TEXAS A&M
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SYSTEM

Degree Guidelines

Department and University Examinations:

- Preliminary, Qualifying, Final
 - Eligibility:
 - 3.000 GPA (cumulative & degree plan)
 - English Language Proficiency satisfied
 - All requirements met besides completion of in-progress coursework
 - Preliminary and Final exams required by University; some departments or programs require Qualifying exam
 - Deadlines: Calendar published by OGAPS
 - MS students & PhD students must be registered in the term that any portion of a preliminary or final is given
 - Non-Thesis MS students are not required to register during the semester of the exam *if all courses complete*

Degree Guidelines

Other Non-Course Requirements:

- Research Proposal
 - Complete as early as possible; max. 25 days before final
 - <http://ogs.tamu.edu/wp-content/uploads/2013/08/Proposal-Approval-Page.pdf>
- Thesis/Dissertation
 - Submit request to hold defense at least 10 days before
 - Must clear Thesis Office within one year of defense
 - Check OGAPS calendar for deadline to meet graduation timeline
- Graduation
 - Apply for graduation on Howdy by appropriate deadline

Time Limits

- ❖ Master of Science – 7 years (21 consecutive semesters)
- ❖ PhD – 10 years (30 consecutive semesters)
 - Must complete final exam within four years of prelim

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