MASTER OF EDUCATION
IN CURRICULUM AND INSTRUCTION

A graduate student majoring in agricultural leadership, education and communication; bilingual education; educational administration; educational curriculum and instruction; educational psychology; educational technology; or special education may become a candidate for the degree of Master of Education (MED). This is a non-thesis degree which requires a minimum of 36 hours of coursework and a satisfactory comprehensive final examination.

Program Requirements

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Student’s Advisory Committee

After receiving admission to graduate studies and enrolling for coursework, the student will consult with the head of the department concerning appointment of the chair of his or her advisory committee. The student’s advisory committee for the master’s degree will consist of only the chair. The chair of the advisory committee must be from the student’s department.

Only graduate faculty members located on Texas A&M University campuses may serve as chair of a student’s advisory committee.

If the chair of a student’s advisory committee voluntarily leaves the University and the student is near completion of the degree and wants the chair to continue to serve in this role, the student is responsible for securing a current member of the University Graduate Faculty, from the student’s academic program and located near the Texas A&M University campus site, to serve as the co-chair of the committee. The Department Head may request in writing to the Associate Provost for Graduate and Professional Studies that a faculty member who is on an approved campus site, to serve as the co-chair of the committee. The Department Head may request in writing to the Associate Provost for Graduate and Professional Studies that a faculty member who is on an approved international institution with a final grade of B or greater might be considered for transfer credit if, at the time the courses were completed, the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. Otherwise, the limitations stated in the preceding section apply. Coursework in which no formal grades are given or in which grades other than letter grades (A or B) are earned (for example, CR, P, S, U, H, etc.) is not accepted for transfer credit. Courses appearing on the degree plan with grades of D, F or U may not be absolved by transfer work. Credit for thesis research or the equivalent is not transferable. Credit for coursework submitted for transfer from any college or university must be shown in semester credit hours or equated to semester credit hours. An official transcript from the university at which the transfer coursework was taken must be sent directly to the Office of Admissions.

Courses used toward a degree at another institution may not be applied for graduate credit. If the course to be transferred was taken prior to the conferral of a degree at the transfer institution, a letter from the registrar at that institution stating that the course was not applied for credit toward the degree must be submitted to the Office of Graduate and Professional Studies.

Grades for courses completed at other institutions are not included in computing the GPR.

Limitations on the Use of Transfer, Extension and Certain Other Courses

Some departments may have more restrictive requirements for transfer work. If otherwise acceptable, certain courses may be used toward...
meeting credit-hour requirements for the master’s degree under the following limitations.

1. The maximum number of credit hours which may be considered for transfer credit is the greater of 12 hours or one-third (1/3) of the total hours of a degree plan. The following restrictions apply:
   - Graduate and/or upper-level undergraduate courses taken in residence at an accredited U.S. institution, or approved international institution with a final grade of B or greater will be considered for transfer credit if, at the time the courses were completed, the student was in degree-seeking status at Texas A&M University, or the student was in degree-seeking status at the institution at which the courses were taken; and if the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution.
   - Courses previously used for another degree are not acceptable for degree plan credit.

2. The maximum number of credit hours taken in post-baccalaureate non-degree (G6) classification at Texas A&M University which may be considered for application to the degree plan is 12.

3. Any combination of 684, 685 or 690 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan:
   - A maximum of 8 hours of 684 (Professional Internship) and/or
   - A maximum of 8 hours of 685 (Directed Studies), and
   - Up to 3 hours of 690 (Theory of Research).

4. A maximum of 2 hours of Seminar (681).

5. A maximum of 9 hours of advanced undergraduate courses (300- or 400-level).

6. For graduate courses of three weeks’ duration or less, taken at other institutions, up to 1 hour of credit may be obtained for each five-day week of coursework. Each week of coursework must include at least 15 contact hours.

7. No credit hours of 691 (Research) may be used.

8. Continuing education courses may not be used for graduate credit.

9. Extension courses are not acceptable for credit.

Exceptions will be permitted only in unusual cases and when petitioned by the student’s advisory committee and approved by the Office of Graduate and Professional Studies.

**Final Examination**

The candidate must pass a final examination by dates announced each semester or summer term in the Office of Graduate and Professional Studies Calendar. To be eligible to take the final examination, a student’s GPR must be at least 3.000 for courses on the degree plan and for all courses completed at Texas A&M which are eligible to be applied to a graduate degree, and no unabsolved grades of D, F, or U can occur for any course listed on the degree plan. To absolve a deficient grade, the student is required to submit a Petition for Waivers and Exceptions along with verification of his/her employment to the Office of Graduate and Professional Studies. If an approved committee member substitution (1 only) has been made, his/her signature must also be submitted to the Office of Graduate and Professional Studies.

A Master of Education student in the Department of Educational Psychology or a student majoring in Curriculum and Instruction is eligible to petition for an exemption from the final examination with departmental and committee approval. The petition should be submitted to the Office of Graduate and Professional Studies by the deadline announced for the student’s final semester (or semester of graduation) in the Office of Graduate and Professional Studies Calendar. See the Office of Graduate and Professional Studies website http://ogaps.tamu.edu.

The Report of the Final Examination Form must be submitted with original signatures of only the committee members approved by the Office of Graduate and Professional Studies. If an approved committee member substitution (1 only) has been made, his/her signature must also be submitted to the Office of Graduate and Professional Studies. If necessary, multiple copies of the form may be submitted with different committee member original signatures. If an approved committee member substitution (1 only) has been made, his/her signature must be included on the form submitted to the Office of Graduate and Professional Studies.

**Additional Requirements**

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**Residence**

A student must complete 12 credit hours in resident study at Texas A&M University to satisfy the residence requirement for the Master of Education degree.

Students who are employed full-time while completing their degree may fulfill total residence requirements by completion of less-than-full time course loads each semester. In order to be considered for this, the student is required to submit a Petition for Waivers and Exceptions along with verification of his/her employment to the Office of Graduate and Professional Studies.

See Residence Requirements (http://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/degree-requirements).
Time Limit
All degree requirements must be completed within a period of seven consecutive years for the degree to be granted. A course will be considered valid until seven years after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old at the time of the final examination (oral or written) may not be used to satisfy degree requirements.

Foreign Languages
No specific language requirement exists for the Master of Education degree.

Internship or Practicum
A student who undertakes a professional internship in partial fulfillment of master’s degree requirements after completing all course requirements for the master’s degree must return to the campus for the final examination. The final examination is not to be administered until all other requirements for the degree, including any internship, have been substantially completed.

Application for Degree
For information on applying for your degree, please visit the Graduation (http://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/degree-requirements/#graduation) section.