Program Requirements

Student’s Advisory Committee
After receiving admission to graduate studies and enrolling for coursework, the student will consult with the head of his or her major or administrative department or chair of the intercollegiate faculty, if applicable, concerning appointment of the chair of his or her advisory committee. The student’s advisory committee for the master’s degree will consist of no fewer than three members of the graduate faculty representative of the student’s fields of study and research. The chair or one of the co-chairs of the advisory committee must be from the student’s department or intercollegiate faculty, if appropriate, and at least one or more of the members must have an appointment to a department other than the student’s major department.

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 or Chair of Intercollegiate faculty may request in writing, to the Associate Provost and Dean of the Graduate and Professional School that a faculty member who is on an approved leave of absence or has voluntarily separated from the university, be allowed to continue to serve in the role of chair of a student’s advisory committee without a co-chair for us to one year. The students should be near completion of the degree. Extensions beyond the one year period can be granted with additional approval of the Dean.

Credit Requirement
A minimum of 36 hours is required for the Master of Agriculture degree. Approximately 12 credit hours are to be taken outside of the student’s degree option.

Transfer of Credit
A student who has earned 12 hours of graduate credit in residence at Texas A&M University may be authorized to transfer courses in excess of the limits prescribed above upon the advice of the advisory committee and with the approval of the Graduate and Professional School. Courses taken in residence at an accredited U.S. institution or 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 Graduate and Professional School.

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

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. A zero credit 684 or 685 course is only allowed for non-thesis option master’s students. A zero credit 681 course can be used for either thesis or non-thesis option master’s students. Other courses, including 691 research hours, are not eligible for zero credit.

4. Any combination of 684, 685, 690 and 693 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), and
   • Up to 3 hours of 693 (Professional Studies).

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

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

7. 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.

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

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

10. Extension courses are not acceptable for credit.

11. For non-distance degree programs, no more than 50 percent of the credit hours required for the program may be completed through distance education courses.

12. To receive a graduate degree from Texas A&M University, students must earn one-third or more of the credits through the institution’s own direct instruction. This limitation also applies to joint degree programs.

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

Final Examination

The candidate must pass a final examination by dates announced each semester or summer term in the Graduate and Professional School Calendar. To be eligible to take the final examination, a student’s GPA 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 must repeat the course at Texas A&M University and achieve a grade of C or better. All coursework on the degree plan must have been completed with the exception of those hours for which the student is registered.

A request to hold and announce the final examination must be submitted to the Graduate and Professional School a minimum of 10 working days in advance of the scheduled date for the examination. The Graduate and Professional School must be notified in writing of any cancellations. A student may be given only one opportunity to repeat the final examination for the master’s degree and that must be within a time period that does not extend beyond the end of the next regular semester (summer terms are excluded). The final exam cannot be held prior to the mid point of the semester if questions on the exam are based on courses in which the student is currently enrolled.

A professional paper, which is a scholarly report of a problem solving nature, will be prepared by each student. The professional paper must be submitted to the student’s advisory committee for approval prior to the final examination. The final examination will cover all work taken on the degree plan and at the option of the committee may be written or oral or both. The examination is conducted by the student’s advisory committee as finally constituted. Persons other than members of the graduate faculty may, with mutual consent of the candidate and the major professor, attend final examinations for advanced degrees. Upon completion of the questioning of the candidate, all visitors must excuse themselves from the proceedings. A positive vote by all members of the graduate committee with at most one dissension is required to pass a student on his or her exam. A department or interdisciplinary degree program can have a stricter requirement provided there is consistency within all degree programs within a department or interdisciplinary program.

The Report of the Final Examination Form must be submitted with original signatures of only the committee members approved by the Graduate and Professional School. If an approved committee member substitution (1 only) has been made, his/her signature must also be submitted to the Graduate and Professional School. 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 Graduate and Professional School.

A candidate for the Master of Agriculture degree does not qualify to petition for an exemption from his/her final examination.