MASTER OF LAND AND PROPERTY DEVELOPMENT IN LAND AND PROPERTY DEVELOPMENT

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Student’s Advisory Committee

The Master of Land and Property Development has a non-thesis track. After receiving admission to graduate studies, selecting the non-thesis track, and enrolling for coursework, the student will consult with the head of the department or his delegate concerning appointment of the chair of his or her advisory committee.

For the Thesis track, after receiving admission to graduate studies and enrolling for coursework, the student will consult with the department graduate faculty members (or intercollegiate faculty, if applicable) concerning appointment of the chair of his or her advisory committee. The student’s advisory committee for the MLP 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 the co-chair of the advisory committee must be from the student's major department (or intercollegiate faculty, if applicable), and at least one or more of the members must have an appointment to a department other than the student's major department. The outside member for students in an interdisciplinary program must have an appointment to a department different from the chair of the student’s committee.

The chair, in consultation with the student, will select the remainder of the advisory committee. The student will interview each prospective committee member to determine whether he or she is willing to serve. Only graduate faculty members located on Texas A&M University campuses may serve as chair of a student's advisory committee.

Other graduate faculty members located off-campus may serve as a member or co-chair (but not chair), with a member as the chair. The chair of the committee, who usually has immediate supervision of the student’s degree plan, has the responsibility for calling required meetings of the committee, and for calling meetings at any other time considered desirable.

If the chair of a student’s advisory committee voluntarily leaves the University and the student 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 her/his academic program and located on the respective Texas A&M University campus, to serve as the co-chair of the committee. If the committee chair is on an approved leave of absence, s/he can remain as chair without a co-chair for up to one year with written approval of the Department Head or chair of the intercollegiate faculty. Extensions beyond the one year period can be granted with additional approval of the Dean.

If the chair of the student’s advisory committee is unavailable for an extended time in any academic period during which the student is involved in activities relating to an internship, thesis or professional paper and is registered for courses such as 684, 685, 689, 691, or 693, the student may request, in writing, that the department head appoint an alternate advisory committee chair during the interim period.

The duties of the committee include responsibility for the proposed degree plan, the research proposal, the thesis and the final examination. In addition, the committee, as a group and as individual members, is responsible for counseling the student on academic matters, and, in the case of academic deficiency, initiating recommendations to the Graduate and Professional School.

The committee members’ approval on the degree plan indicate their willingness to accept the responsibility for guiding and directing the entire academic program of the student and for initiating all academic actions concerning the student. Although individual committee members may be replaced by petition for valid reasons, a committee cannot resign en masse.

Degree Plan

The student’s advisory committee, in consultation with the student, will develop the proposed degree plan. The degree plan must be completed and filed with the Graduate and Professional School prior to the deadlines imposed by the student's college, and no later than 90 days prior to the date of the final oral examination or thesis defense. This proposed degree plan should be submitted through the online Document Processing Submission System located on the website http://ogsdpss.tamu.edu.

A student submitting proposed degree plans for Master of Land and Property Development degrees should designate on the official degree plan form the program option desired by checking “thesis option” or “non-thesis option.” Additional coursework may be added to the approved degree plan by petition if it is deemed necessary by the advisory committee to correct deficiencies in the student’s academic preparation. No changes can be made to the degree plan once the student's Request for Final Examination or Request for Final Examination Exemption is approved by the Graduate and Professional School.

Credit Requirement

A minimum of 32 credit hours for the thesis track of 36 credit hours for the non-thesis track of coursework and satisfactory final examination is required for the Master of Land and Property Development Degree. An acceptable thesis is required for the Master of Land and Property Development degree for a student who selects the thesis option program.

Distance Education Degree Program

A minimum of 36 semester credit hours and submission of a final project is required for the Master of Land and Property Development degree. A minimum of 32 semester credit hours and a final defense on-campus is required for the Master of Science thesis degree.
Transfer of Credit
A student who has earned 12 hours of graduate credit in resident study 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. 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 might 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 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. 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.

Distance Education Degree Program
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 below 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 may 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 following 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
Thesis Option
If otherwise acceptable, certain courses may be used toward meeting credit-hour requirements for the master's degree thesis option 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 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, 691 and 693 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan:
   • A maximum of 8 hours in the combination of 691 (Research) and 684 (Professional Internship) and/or
   • Up to 8 hours of 685 (Directed Studies), or
   • Up to 3 hours of 693 (Professional Study).

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

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

9. Extension courses are not acceptable for credit.

10. 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.

11. 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.
Non-Thesis Option
If otherwise acceptable, certain courses may be used toward meeting
credit-hour requirements for the master's degree non-thesis option 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 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, and 693 may not exceed 25 percent of
the total credit hour requirement shown on the individual degree plan:
   • A maximum of 3 hours of 684 (Professional Internship) and/or
   • Up to 8 hours of 685 (Directed Studies), or
   • Up to 3 hours of 693 (Professional Study).

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

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.

10. 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.

11. 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.

Thesis Option
An acceptable thesis is required for the Master of Land and Property
Development degree for a student who selects the thesis option program.
The finished work must reflect a comprehensive understanding of the
pertinent literature and express in clear English, the problem(s) for
study, the method, significance and results of the student’s original
research. Guidelines for the preparation of the thesis are available in the
Thesis Manual, which is available online at http://grad.tamu.edu.

After successful defense (or exemption) and approval by the student’s
advisory committee and the head of the student’s major department, the
student must submit his/her thesis in electronic format as a single PDF
file. The PDF file must be uploaded to the website http://grad.tamu.edu
(http://grad.tamu.edu/). Additionally, a signed paper approval form with
original signatures must be received by the Graduate and Professional
School. The PDF file and the signed approval form are required by the
deadline.

Deadline dates for submitting are announced each semester or summer
term in the Graduate and Professional School Calendar (see Time Limit
statement). These dates also can be accessed via the website http://
grad.tamu.edu (http://grad.tamu.edu/).

Each student who submits a document for review is assessed a one-
time thesis/dissertation processing fee through Student Business
Services. This processing fee is for the thesis/dissertation services
provided. After commencement, theses and dissertations are digitally
stored and made available through the Texas A&M Libraries.

A thesis that is deemed unacceptable by the Graduate and Professional
School because of excessive corrections will be returned to the student's
department head. The manuscript must be resubmitted as a new
document, and the entire review process must begin anew. All original
submittal deadlines must be met during the resubmittal process in order
to graduate that semester.

Thesis Proposal
For the thesis option Master of Land and Property Development degree,
the student must prepare a thesis proposal for approval by the advisory
committee and the head of the major department. This proposal must be
submitted to the Graduate and Professional School at least 20 working
days prior to the scheduling of the final examination.

Compliance issues must be addressed if a graduate student is
performing research involving human subjects, animals, infectious
biohazards and recombinant DNA. A student involved in these types
of research should check with the Office of Research Compliance
and Biosafety at (979) 458-1467 to address questions about research
compliance responsibilities. Additional information can also be obtained
on the website http://rcb.tamu.edu.

Final Examination/Thesis Defense
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, For 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.
For thesis-option students, have an approved thesis proposal must be
on file in the Graduate and Professional School according to published
deadlines prior to the final examination or submission of the request for
exemption from the final examination.

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 cancellation. 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).
For thesis option students, the final examination covers the thesis and all work taken on the degree plan and at the option of the committee may be written or oral or both. The final examination may not be administered before the thesis is available to all members of the student’s advisory committee in substantially final form, and all members have had adequate time to review the document. The examination is conducted by the student’s advisory committee as finally constituted. A thesis option student must be registered in the University in the semester or summer term in which the final examination is taken. 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, may have a stricter requirement provided there is consistency within all degree programs within a department or interdisciplinary degree 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 thesis option candidate may petition to be exempt from his/her final examination provided his/her degree plan GPA is 3.500 or greater and he/she has the approval of the advisory committee, the head of the student’s major department, or intercollegiate chair, if appropriate, and the Graduate and Professional School. It is required that the petition for exemption be submitted the same semester the student intends to submit the thesis.

**Non-Thesis Option**

A thesis is not required. A final comprehensive examination is required for the non-thesis Master of Land and Property Development program and no exemptions are allowed. The requirements as to level of courses and examinations are the same as for the thesis option Master of Land and Property Development. The final exam cannot be held prior to the midpoint of the semester if questions on the exam are based on courses in which the student is currently enrolled.

**Distance Education Degree Program**

The distance education modality does require a final defense on-campus for the MLP-thesis.

**Non-Thesis Option Distance Education Modality**

The distance education modality does not require a final examination for the MLP non-thesis, but does require a submission of a final project.

A student pursuing the non-thesis option is not allowed to enroll in 691 (research) for any reason and 691 may not be used for credit toward a non-thesis option Master of Land and Property Development degree. A maximum of 4 credit hours of 684 (Professional Internship), 8 credit hours of 685 (Directed Studies), and up to 3 credit hours of 690 (Theory of Research) or 695 (Frontiers in Research) may be used toward the non-thesis option Master of Science degree. In addition, any combination of 684, 685, 690 and 695 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan. All requirements for the non-thesis option Master of Land and Property Development degree other than those specified above are the same as for the thesis option degree.