GENERAL INFORMATION

General Information

Admission
For admissions information, please refer to the Admissions (http://catalog.tamu.edu/graduate/admission/) section and the college specific information for Qatar Admissions (http://catalog.tamu.edu/graduate/admission/college-school--information/qatar/) in this catalog.

Tuition and Fees
For tuition and fee information, please refer to the Tuition and Fees (http://catalog.tamu.edu/undergraduate/qatar/general-information/#tuitionandfeetext) section of this catalog.

Transcripts
Students applying for admission to Texas A&M are required to submit transcripts of previous academic work and in some cases, results of standardized tests. The submission of altered documents or the failure to furnish complete and accurate information on admission forms will be grounds for disciplinary action.

Individuals who previously attended Texas A&M University at Qatar may obtain an official transcript of their completed coursework, provided they have no financial obligations to Texas A&M University, Texas A&M University at Qatar, or the Qatar Foundation. A fee, which according to state law must be paid in advance, will be charged for each copy. During grading and degree posting, official transcripts may be produced for enrolled students only if all courses for that semester or term are shown as in progress (IP) or have all final grades posted.

Current Students
Current students may order an official transcript through the Howdy Portal by navigating to the Grades and Transcripts channel under the My Record tab.

Former Students
Former students who attended Texas A&M University at Qatar may be able to purchase an official transcript online through the Howdy Portal by navigating to the Grades and Transcripts channel under the Former Student tab.

Academic Expectations and General Degree Requirements
• Academic Expectations (http://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/academic-expectations/)
• Degree Requirements (http://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/degree-requirements/)
• Registration and Academic Status (http://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/registration-academic-status/)

Graduation Application, Diploma and Commencement
Formal application for a degree at Texas A&M University at Qatar is done via the Howdy Portal. Students should navigate to the My Record tab and use the link in the Degree Evaluation channel to submit an Application for Graduation. Students must also pay the required diploma fee and the optional regalia fee (if planning to attend the commencement ceremony) using the Online Payment Portal (https://tamu.estore.flywire.com/products/?storeCatalog=1202). Applications for graduation should be submitted by the deadline stated in the Texas A&M University at Qatar academic calendar. Under unusual circumstances, an application for a degree may be accepted after the stated deadline.

Students must have settled all financial obligations to the university and Qatar Foundation prior to receiving a diploma.

Graduate and undergraduate students completing their degree in July or December will have the opportunity to participate in the commencement ceremony in May, following the completion of their degree. Students must participate in the commencement ceremony at their home campus.

Language of Instruction
The language of instruction at Texas A&M University at Qatar is English. All teaching, exercise and practical material are provided in English.

Academic Calendar
Texas A&M University at Qatar Calendar
Fall Semester 2022*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 26-28</td>
<td>Tuesday-Thursday. AGGIE LIFE 101 (required for all new students).</td>
</tr>
<tr>
<td>July 31</td>
<td>Sunday. First day of fall classes.</td>
</tr>
<tr>
<td></td>
<td>First day to apply for December graduation.</td>
</tr>
<tr>
<td>August 4</td>
<td>Thursday. Last day for adding/dropping courses with no record for the fall semester, 4:30 p.m.</td>
</tr>
<tr>
<td>August 15</td>
<td>Monday. Official census date (12th class day).</td>
</tr>
<tr>
<td>August 25</td>
<td>Thursday. Undergraduate change of curriculum period ends, 4:30 p.m.</td>
</tr>
<tr>
<td>September 1</td>
<td>Thursday. Last day to apply for December graduation, 4:30 p.m.</td>
</tr>
<tr>
<td>September 21-22</td>
<td>Wednesday - Thursday. Fall Break (No classes. Offices remain open).</td>
</tr>
<tr>
<td>September 29</td>
<td>Thursday. Mid-semester grades due by noon, Office of Records.</td>
</tr>
<tr>
<td>September 30</td>
<td>Thursday. Undergraduate degree plan approval deadline.</td>
</tr>
<tr>
<td>October 20</td>
<td>Thursday. Last day for all students to drop courses with no academic penalty (Q-drop), 4:30 p.m. Last day to officially withdraw from the University, 4:30 p.m.</td>
</tr>
<tr>
<td>November 7</td>
<td>Monday. Last day of fall semester classes Pursuant to Student Rule 8.3 (<a href="https://student-rules.tamu.edu/rule08/">https://student-rules.tamu.edu/rule08/</a>), no regular course examinations (except for laboratory and one-hour courses) shall be given during the 15th week of classes.</td>
</tr>
<tr>
<td>November 8</td>
<td>Tuesday. Reading Day (No classes; Offices remain open).</td>
</tr>
</tbody>
</table>
General Information

Spring Semester 2023*

December 26  Monday. Offices reopen after semester break.
January 8  Sunday. First day of spring classes.
January 12  Thursday. Last day for adding/dropping courses with no record for the spring semester, 4:30 p.m.
January 23  Monday. Official census date (12th class day).
February 2  Thursday. Undergraduate change of curriculum period ends, 4:30 p.m.
February 9  Thursday. Last day to apply for May graduation, 4:30 p.m.
February 14  Tuesday. Qatar National Sports Day (No classes; Offices closed).
February 26 - March 2  Sunday - Thursday. Spring break (No classes; Offices remain open).
March 5  Sunday. Spring semester classes resume.
March 16  Thursday. Mid-semester grades due by noon, Office of Records.
March 23  Thursday. Projected first day of Ramadan.*
March 30  Thursday. Last day for all students to drop courses with no academic penalty (Q-drop), 4:30 p.m. Last day to officially withdraw from the University, 4:30 p.m.
April 21  Thursday. Aggie Muster.
April 23-25  Sunday - Tuesday. Eid Al-Fitr** (Offices expected to be closed).
April 23-27  Sunday - Thursday. Eid Al-Fitr** (Offices expected to be closed).
May 2  Tuesday. Last day of spring semester classes. Pursuant to Student Rule 8.3 (https://student-rules.tamu.edu/rule08/), no regular course examinations (except for laboratory and one-hour courses) shall be given during the 15th week of classes.
May 3-4  Wednesday - Thursday. Spring semester final examinations.
May 7-8  Sunday - Monday. Spring semester final examinations.
May 9  Tuesday. Qatar Foundation Convocation.*
May 10  Wednesday. Final grades due for all students by 6:00 p.m., Office of Records.
May 11  Thursday. Commencement Ceremony.
May 21  Sunday. First day of summer classes.
May 24  Wednesday. Official census date (4th class day).
June 8  Thursday. Last day for adding/dropping courses with no record for the summer semester, 4:30 p.m.
June 29 - July 3  Wednesday - Monday. Eid Al-Adha** (Offices expected to be closed).
June 28 - July 4  Wednesday - Tuesday. Eid Al-Adha** (No classes).
July 13  Thursday. Last day of summer classes.
July 16-17  Sunday-Monday. Final examinations for summer term.
July 19  Wednesday. Final grades due for summer term by noon, Office of Records.

*All dates are subject to change.
*Dates for the Eid holidays are subject to change; however, the University will be closed for a three-day period during each Eid.

Services

Services for Texas A&M University at Qatar Students

Academic Advising

The primary purpose of academic advising at Texas A&M at Qatar is to assist students in the development of meaningful educational plans that are compatible with their personal abilities and goals. The ultimate responsibility for making decisions about personal goals and educational plans rests with the individual student. The academic advisor assists by helping to identify and assess alternatives and the consequences of decisions. Academic advising is a continuous process of clarification and evaluation.

In the first semester, students meet with their faculty advisor to determine what courses should be taken as many of the initial courses are prescribed.

More information can be found at https://www.qatar.tamu.edu/graduate-studies. (https://www.qatar.tamu.edu/graduate-studies/)

The Association of Former Students

The Association of Former Students traces its history to the Ex-Cadets Association that formed in 1879, and later to the A&M Alumni Association and Alpha Phi Fraternity. In 1919, a coalition of multiple alumni groups formed under the name The Association of Former Students. Since 1879, much has changed in organization and details, but the fundamental objectives of The Association remain the same: strengthening the Aggie Network, promoting Texas A&M, perpetuating the ties of affection formed in university days, and serving the student body. More information can be found at https://www.aggienetwork.com/.

Campus Safety and Security

- In an emergency situation dial +974.4454.0999 from within Education City or 999 from outside Education City.
information; and adaptive technology counseling and equipment for academically related purposes. Disability Services does not offer disability evaluation and/or testing, tutoring, assistance with personal expenses, attendants or scholarships, but referral information is provided.

More information can be found at https://www.qatar.tamu.edu/students/student-affairs/disability-services/ (https://www.qatar.tamu.edu/students/student-affairs/disability-services/).

Global Educational Opportunities
Higher education is not immune to the trend of globalization. To adapt to this phenomenon and prepare graduates for an increasingly interdependent global community, Texas A&M University at Qatar is committed to providing global learning opportunities for all students. Whether it be study abroad programs, service-learning trips, research abroad, language training, international conferences or workshops, or global leadership programs, students at Texas A&M University at Qatar can choose from a variety of experiences that can increase their cultural competence, expand their global worldview, and augment their marketability in a rapidly globalizing world.

Please visit http://catalog.tamu.edu/graduate/international-opportunities-students/ for more information.

Information Technology
The mission of the Information Technology (IT) department is to provide a robust, secure and innovative environment that supports Texas A&M University at Qatar’s goals in teaching and lifelong learning, research, and engagement. IT strives to embody and uphold Texas A&M’s tradition of organizational excellence. The department is comprised of five groups that provide over 75 services to faculty, staff and students.

Educational Technology
The Educational Technology group serves faculty and students by promoting and assisting in the use of technology for instruction. Providing systems such as Canvas and Echo360 Lecture Capture, the group also manages classroom technologies and academic software including audiovisual systems.

Enterprise Applications
The Enterprise Applications (EA) group performs business process analysis and develops, administers, and maintains automation to achieve greater efficiencies. EA oversees all electronic communication with the Texas-based administrative systems for student information, financial accounting and payroll, including troubleshooting the processes, applications, and data feeds employed and ensuring secure operation. EA also provides support for many of the university’s web resources, including Marhaba, the intranet portal.

Network and Security
The Network and Security group provides and manages the network, telecommunications and security infrastructure of the branch campus. The group ensures compliance with all laws, policies, procedures, guidelines and industry best practices for operating and securing the Texas A&M at Qatar network. The group strives to increase community awareness regarding cyber-security, prevent cyber-attacks, and remediate the effects of viruses, worms, spyware and other malware.

Service Desk
The Service Desk provides a single point of contact for all IT-related queries, service requests and communications. The team provides user...
orientation and training. The Service Desk proactively communicates information regarding IT services, updates and policies.

**Systems Engineering**
The Systems Engineering group is responsible for providing computing infrastructure and services. This team maintains and supports mission-critical systems including physical and virtual infrastructure, directory and authentication services, file and database services, e-mail services, data backups and disaster recovery, data center monitoring, desktop and server security, and print services.

**The Texas A&M Qatar Campus Library**
The Texas A&M at Qatar Campus Library supports the teaching, research and outreach missions of the university in an environment that fosters learning and inquiry. A core professional collection of over 7,000 titles is complemented by a basic collection in the arts and humanities of around 3,000 volumes. The library also features collections dedicated to course reserve textbooks, devices and equipment, visual media, and test prep materials. Students may also request books and journal articles from the five libraries on main campus, where there is a print collection of around 5 million volumes.

Extensive online resources are available to students both within the library and on desktop or mobile devices via remote access. This includes more than 100,000 electronic journals and newspaper titles, over 1,000 databases, and more than 1.3 million electronic books.

Students can locate books and thousands of journals by author, title, subject and keyword using the basic online catalog at catalog.library.tamu.edu (https://catalog.library.tamu.edu/). Alternately, they can use the time-saving multi-search tool Quick Search, located on the library homepage, which allows searching of multiple databases at one time.

Experienced librarians are also available at the main campus during Texas business hours via online chat, which is a great way to get help when starting a research project. GetItForMe (https://getitforme.library.tamu.edu/) is a document delivery service that supplies print books or electronic copies of journal articles and book chapters free of charge to all students. Print books borrowed from the main campus generally arrive in approximately two weeks. Electronic items are usually e-mailed within two working days. Material not available from the main campus libraries can often be obtained from other libraries around the world. Professional librarians are also available on campus to assist with using library tools and resources.

More information and resources can be found at library.qatar.tamu.edu (https://library.qatar.tamu.edu/). For questions or requests, please email library@qatar.tamu.edu.

**Student Wellness and Counseling**
The Student Wellness and Counseling Program promotes the process of developing a healthy lifestyle. By participating in awareness activities, educational programs, and counseling, Aggies can enhance their personal wellness with improved physical health, emotional stability, supportive relationships, spiritual growth, and academic/career satisfaction. Services in the Wellness and Counseling Program include academic skills counseling and testing, career counseling and testing, personal counseling, stress management and biofeedback, outreach programming, crisis and consultation, and disability services.

More information can be found at https://www.qatar.tamu.edu/students/student-affairs/health-and-wellness/

**Ombudsperson**
Based in the Office of Student Affairs, the Undergraduate Ombuds assists students with resolving conflicts on an informal and confidential basis. The Ombuds is equally open and accessible to all parties in disputes that may arise when there are differing expectations or conflicting policies regarding academic issues. Such occurrences may happen to undergraduates in their roles as students, employees, interns, or in many of the other roles that affect their education. Students should visit the Department of Student Affairs in the Texas A&M Engineering Building for more information regarding Ombuds services.

**On-Campus Housing**
Student housing in Education City is available to students enrolled with Texas A&M University at Qatar (TAMUQ) on a first-come, first-served basis. Living on campus can be an excellent way to make new friends from around the world in what will prove to be one of the most diverse living environments possible. In addition to making new friends, you will find a supportive community environment with staff members who are available to assist you and will offer programs and events for residents. To learn more about living on campus, visit the following website: http://www.hbku.edu.qa/en/life-hbku/hbku-student-housing (http://www.hbku.edu.qa/en/life-hbku/hbku-student-housing/)

If you wish to live in Education City student housing, please complete the following:

- Submit an online request for housing.
- Once the Department of Student Affairs (DSA) receives a student's information, the Qatar Foundation will be notified the TAMUQ student is eligible for housing and wishes to submit an application for a space in the residence halls.
- The Qatar Foundation will create an account for the student and send an email invitation to complete the full housing application, including:
  - the Housing Application Form filled in its entirety.
  - a scanned passport photo and a scanned copy of the student’s passport.
  - a scanned receipt showing payment of the refundable Damage Deposit (2000 QR).
  - confirmation of the date of arrival in Doha, Qatar.

Please note: If eligible for family housing, additional documentation is required (i.e., visa status, marriage certificate, dependent(s) birth certificate, residency permit, etc.).

Any remaining balance of the housing fees (depending on the housing option selected) will be due upon check in. The Housing Agreement for the academic year will be made available with the Housing Application. Please read this document carefully.

Assignments within student housing are open on a rolling basis where applications are processed in the order they were completed and submitted, and will be done based on eligibility, preference, and availability. There is no deadline to apply, but once all rooms are filled students will be placed on a waiting list and are not guaranteed housing.

There are separate residence halls for male and female students. In addition, students have access to a communal lounge with computers, printers, cable television, DVDs, and video in each residential area.
Laundry facilities with washers and dryers are available. Wireless internet is available throughout the residence halls.

Qatar Foundation Housing and Residence Life staff work closely with student residents to maintain a safe, comfortable and healthy living-learning environment. Staff members are available to help students with life transitions associated with living in a community residential environment.

For more information about student housing or to check the status of your application after receiving notification from Qatar Foundation, please email housing@qf.org.qa.

For questions about the application process, contact TAMUQ DSA at dsa@qatar.tamu.edu.

Facilities

Texas A&M University at Qatar Facilities

The Texas A&M University at Qatar engineering building is one of the most advanced facilities for education in the world. Designed by the famous father-son Mexican architect team Legoretta + Legoretta, the 55,000 square meter (592,000 square feet) facility combines modernist elements with traditional Islamic architectural motifs. The building is fully wireless and features high-tech classrooms, teaching laboratories and computer laboratories. The research rotunda provides additional research laboratories that give future Aggie engineers firsthand experience.

The campus’s home in Education City also includes a library with a core professional collection of 10,000 titles and a number of journals and DVDs focused on engineering, but also covering the liberal arts, humanities, and basic sciences. Students have access to books and journals from the libraries on the main campus, which include collections that exceed 5 million volumes. Extensive online resources are available to students in the library and remotely, including more than 2 million electronic books and thousands of subscription electronic journals and databases.

Policies

University Statement for Individuals with Disabilities

Texas A&M University (TAMU) is committed to maintaining an accessible campus community and providing reasonable accommodations to qualified students, faculty, staff and visitors, including making its websites accessible and usable. Texas A&M University does not discriminate on the basis of an individual’s disability and complies with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) as amended.

Students are protected from discrimination regarding access to and participation in Texas A&M's programs and activities. Texas A&M provides academic adjustments and auxiliary aides to accommodate the needs of students with disabilities, as defined under the law, who are otherwise qualified to meet the institution’s academic requirements.

Students with disabilities who would like to request accommodations may contact the following:

• Texas A&M University, College of Nursing, Irma Lerma Rangel College of Pharmacy College Station, College of Medicine, and School of Public Health should contact Disability Resources (979) 845-1637 or disability@tamu.edu.
• College of Dentistry should contact the Office of Academic Affairs (214) 828-8978 or bramsey@tamu.edu or Interim Associate Dean for Academic Affairs, Dr. Lynne Opperman, at (214)-828-8208 or lopperman@tamu.edu to request accommodations.
• School of Law should contact the Office of Student Affairs at (817) 212-4020 4111 or studentaffairs@law.tamu.edu to request accommodations.
• Irma Lerma Rangel College of Pharmacy in Kingsville should contact the Disability Resource Center at Texas A&M University - Kingsville at (361) 593-3024 or drc.center@tamu.edu to request accommodations.
• Texas A&M University at Galveston (TAMUG) should contact Counseling, Career and Ability Services at (409) 740-4736 or studentservices@tamug.edu.
• Texas A&M University at Qatar (TAMUQ) should contact the campus psychologist, Dr. Steve Wilson +974-4423-0047 or stephen.wilson@qatar.tamu.edu.

Students with a disability who believe they have experienced discrimination may contact Jennifer Smith, Assistant Vice President and Title IX Coordinator in the Civil Rights and Equity Investigations office, 202 Olsen Blvd., Suite 007, College Station, TX 77843, civilrights@tamu.edu, or at (979) 458-0308. Reported allegations of discrimination will be immediately forwarded to the Office of Civil Rights and Equity Investigations for review, investigation, or resolution.

Students can also contact the Texas A&M ADA Coordinator at ADA.Coordinator@tamu.edu or (979) 845-8116, or any of the following campus contacts:

• Texas A&M University, School of Law, College of Nursing, Irma Lerma Rangel College of Pharmacy College Station, College of Medicine, School of Public Health, College of Dentistry and Irma Lerma Rangel College of Pharmacy in Kingsville should contact the ADA Coordinator at (979) 845-8116 or ADA.Coordinator@tamu.edu.
• Texas A&M University at Galveston should contact the ADA Coordinator at (409) 740-4503 or r_sorensen@tamug.edu (boyerj@tamug.edu).
• Texas A&M University at Qatar should contact Miguel Trevino at +974-4423-0317 or miguel.trevino@qatar.tamu.edu.

For more information about disability accommodations, see TAMU Student Rule 46, Disability Accommodations in Academic Programs (http://student-rules.tamu.edu/rule46/) or TAMUG Student Rule 46, Disability Accommodations in Academic Programs (http://www.tamug.edu/studentrules/Student_Grievance_Procedures/46_Disability_Accommodations.html).

University Statement on Harassment and Discrimination

Texas A&M University is committed to providing a safe and nondiscriminatory learning, living, and working environment for all members of the University community. The University provides equal opportunity to all employees, students, applicants for employment or admission, and the public regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity. Texas A&M University will promptly and equitably investigate and resolve all complaints of discrimination, harassment
(including sexual harassment and sex-based misconduct), and related retaliation in accordance with applicable federal and state laws and University rules and standard administrative procedures.

The University’s response to allegations of discrimination, harassment, and related retaliation will be 1) prompt and equitable, 2) intended to stop and prevent the recurrence of any harassment, and 3) intended to remedy its discriminatory effects as appropriate. A substantiated allegation of such conduct will result in disciplinary action, up to and including separation from the University. The University's student sanctioning guidance for substantiated allegations of discrimination on the basis of sex, including sexual harassment, sexual violence and related retaliation, can be found here: Title IX Cumulative Sanctioning Matrix. (https://titleix.tamu.edu/wp-content/uploads/2019/03/title-ix-sanctioning-matrices.pdf)

Students who have questions or believe they have experienced discrimination, harassment, sexual harassment/sex-based misconduct, and/or related retaliation are encouraged to contact Jennifer Smith, Assistant Vice President and Title IX Coordinator, at the Medical Sciences Library, Suite 007, 202 Olsen Blvd. College Station, TX 77843. Her telephone number is: (979) 458-8116 and email address is civilrights@tamu.edu. The Title IX website can be found at titleix.tamu.edu (https://titleix.tamu.edu).

To report incidents, request accommodations, or inquire about discrimination based on disability, you may contact Julie Kuder, ADA Coordinator, at (979) 845-8116 or ADA.Coordinator@tamu.edu. The office address is 750 Agronomy Road, Suite 2101, College Station, TX 77843 or see the ADA website at https://urc.tamu.edu/ada (https://urc.tamu.edu/ada/). Reported allegations of discrimination will be immediately forwarded to the Office of Civil Rights and Equity Investigations for review, investigation, or resolution.

**Aggie Honor Code**

Integrity is a fundamental core value of Texas A&M University at Qatar. Academic integrity requires a commitment by all faculty, staff and students to:

- Remain constantly focused on the quality of the academic programs;
- Achieve and maintain academic excellence in all courses and programs to assure the value of Texas A&M University at Qatar degrees;
- Demand high academic standards from all members of the Aggie community.

All Texas A&M University at Qatar students, graduate and undergraduate, part-time or full-time, in residence or in distance education, are expected to follow the guiding rule of the Aggie Honor Code:

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

Upon accepting admission to Texas A&M University at Qatar, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the rules and philosophy of the Honor System. Students are required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the Texas A&M community from the requirements or the process of the Honor System.

Academic Services at Texas A&M University at Qatar, in conjunction with the Honor System Office at Texas A&M, is charged with promotion of the honor code and administration of academic misconduct cases. Academic integrity violations are taken seriously, and are adjudicated by the Academic Services Office (ASO). ASO is responsible for educating the campus community regarding the Aggie Honor Code, responding to academic violation reports, and facilitating remediation efforts for students found to be in violation of the Aggie Honor Code. The website, https://www.qatar.tamu.edu/students/academic-services/aggie-honor-system (https://www.qatar.tamu.edu/students/academic-services/aggie-honor-system), defines the types of infractions and the possible consequences. Students are urged to review this information.

In addition to adherence to the Honor Code, a student (graduate students in particular) who is completing a thesis, record of study, dissertation, and publication may fall under the additional federal requirements promulgated by the Office of Research Integrity (Scientific Misconduct Regulations – 42 CFR part 50), as well as Texas A&M System Regulations and Texas A&M University Rules (Texas A&M System Regulations – Ethics in Research and Scholarship – 15.99.03, and Texas A&M University rules and standard administrative procedures – Responsible Conduct in Research and Scholarship – 15.99.03.M1, 15.99.03.M1.01-06).

**University Student Rules**

Each student enrolled at Texas A&M University Qatar Campus is responsible for being fully acquainted and complying with the Texas A&M University Student Rules. Specific rules, information and procedures are found in publications pertaining to each particular service or department. Students are encouraged to reference the website at http://student-rules.tamu.edu (http://student-rules.tamu.edu/) for current published rules and regulations.

*For information concerning federal and state policies, please reference the appendices (http://catalog.tamu.edu/undergraduate/appendices/) in this catalog.*