Overview of the Office of Graduate and Professional Studies

Rachel Krolczyk and Russell Ramirez
Office of Graduate and Professional Studies
Participate in Live Polls

We want to make sure we address your most important questions and concerns at today’s event. Therefore, we’ll be using a simple tool called Slido that allows you to easily submit your questions and express your opinion by voting on live polls.

1. Take out your smartphones
2. Open the web browser
3. Go to www.slido.com and enter #NGSO19
4. Ask questions and vote in the live polls
Howdy Portal: howdy.tamu.edu

• Access:
  • University records
  • Class schedule, holds and student registration
  • Grades and transcripts
  • Degree evaluation
  • Financial aid and billing services
  • TAMU email, libraries, and ecampus
  • Other campus resources, information and services
The Role of OGAPS

OGAPS

- Maintain official graduate student records
- Process required documents: degree plans, petitions, tuition waivers
- Provide thesis and dissertation services
- Approve ("clear") graduate students for graduation
- Offer Ombuds service for graduate students
- Fellowship and awards opportunities
- Graduate student professional development
- Graduate Student Recruitment in partnership with Departments & Colleges
Graduate Student Classifications

Master’s (G7)
Master’s degree seeking student

Doctoral (G7&G8)
- G7 - Admissions to doctoral program without recognized master’s or 30 hours of eligible coursework at TAMU
- G8 - Admissions to a doctoral program with recognized master’s equivalent
- First Professional - DVM, JD, MD, DDS, PharmD

Other (G6&G9)
- G6 - Non-degree seeking
- G9 - All official documentation not received at TAMU
Polling Question:
Which selection best describes you as a graduate student?

A. Master’s student conducting research for my thesis or pursuing other research opportunities
B. Master’s student not conducting research
C. Doctoral student conducting research for a dissertation, grant, or other opportunity
D. Doctoral student not conducting research
E. Other or undecided
English Language Requirements for Graduate Teaching Assistants

Certification

- Test Scores (TOEFL, PTE, IELTS)
- Score of 80 or above on the oral English Language Proficiency Exam (ELPE)
- Alternative Certification via Department Request
# English Language Requirements for Graduate Teaching Assistants

## Upcoming ELP Exams & Deadlines

<table>
<thead>
<tr>
<th>Month</th>
<th>Exam Date</th>
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<tbody>
<tr>
<td>Jan 12</td>
<td>ELPE January 12, 2019</td>
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<tr>
<td>Feb 16</td>
<td>ELPE February 16, 2019</td>
</tr>
<tr>
<td>Mar 02</td>
<td>ELPE March 2, 2019</td>
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</tbody>
</table>

- [Testing.tamu.edu](#)
- [OGAPS.tamu.edu](#)
- [CTE.tamu.edu](#)
Graduate Student Responsible Conduct of Research

Does your proposed research involve:

- Human Subjects?
- Animal Subjects?
- Biological Hazards?

If so, you will need approval from one or more committees prior to initiation (or modification) of your research.
Graduate Student Responsible Conduct of Research

Complete Responsible Conduct of Research training or equivalent training in your department.
Research and Presentation Grants

Partially supported by funds provided to OGAPS by the Association of Former Students

Supports graduate student research or travel to present research

Maximum awards
- Presentation Award - $500 (within the U.S.), $750 (international travel)
- Research Award - $750

Deadlines
- November 1, February 1, May 1, August 1

http://ogaps.tamu.edu/Buttons/Funding-Opportunities/Research-and-Presentation-Award-Guidelines
Non-Resident Tuition Waivers

Employed as GA in Academic Department

Submit waiver through Department

Available to all students (and their spouses/dependents) employed as Graduate Assistants (GATs, GARs, and GANTs)

Employed as GA in Non-Academic Department

Submit Non-Resident Tuition Waiver Form to OGAPS

Pay tuition at the in-state rate

Must be registered full-time and making satisfactory academic progress

Fall and Spring Semesters. Due by the 12th class day

Summer Semester. Due by 4th class day
Graduate Student Ombuds Officer

- **Assist**: Solving conflicts, disputes, and complaints informally
- **Safe Environment**: Impartial and confidential advice
- **Assess and Identify**: Trends in graduate student success using general, de-identified feedback

Contact information:
Office of Graduate and Professional Studies
ombuds@tamu.edu
Graduate Student Well Being: Resources

<table>
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<tr>
<th>Offices of the Dean of Student Life</th>
<th>Student Counseling Service</th>
<th>G.R.A.D Aggies</th>
<th>Graduate Ombuds Officer</th>
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<tbody>
<tr>
<td>Harassment and discrimination</td>
<td>Personal Counseling</td>
<td>Workshops</td>
<td>Discuss concerns</td>
</tr>
<tr>
<td>Sexual harassment and assault, dating violence, domestic violence, stalking and related retaliation</td>
<td>Addiction</td>
<td>Seminars</td>
<td>Identify solutions</td>
</tr>
<tr>
<td>Also offers other services:</td>
<td>Couples Counseling</td>
<td>Training</td>
<td>Plan path forward</td>
</tr>
<tr>
<td>Gay, Lesbian, Bisexual, Transgender Resource Center</td>
<td>Crisis Intervention</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Student and Family Programs</td>
<td>Group Counseling</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Off-Campus Student Services</td>
<td>Psychiatric Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Legal Services</td>
<td>Self-Help, Outreach, Consultation</td>
<td></td>
<td></td>
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<tr>
<td>Women’s Resource Center</td>
<td></td>
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</tr>
</tbody>
</table>
Other Sources of assistance

- Colleges/Departments
- Disability Services
- International Student Services
- Student Conflict Resolution Services
- Aggie Honor System Office
- Texas A&M University Human Resources Department
Steps for Student Grievance Procedures

1. Informal/Preliminary Resolution Procedure
   - Student alleges that a decision rendered is
     - Arbitrary,
     - Capricious, or
     - Prejudicial

2. Formal Resolution Procedure
   - Graduate Academic Appeals Panel

Faculty/Examination Committee Chair/Advisory Committee
- Written Response

Department/Interdisciplinary Degree Program
- Written Response

College
- Written Response
<table>
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<tr>
<th>Type of Grievance/Issue</th>
<th>A&amp;M Student Rule</th>
<th>University Panel Handling Appeals</th>
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<td>Discrimination and Discrimination Appeals</td>
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<td>Discrimination Appeals Panel</td>
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<td>Disability Accommodations in Academic Programs</td>
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<td>Discrimination Appeals Panel</td>
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<tr>
<td>Sexual Harassment, Sexual Violence, Dating Violence, Domestic Violence, and/or Stalking</td>
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<td>University Disciplinary Appeals Panel</td>
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<td>Grade Disputes</td>
<td>48</td>
<td>Graduate Academic Appeals Panel</td>
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<tr>
<td>Unexcused Absences</td>
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<td>Graduate Academic Appeals Panel</td>
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<td>Academic Suspension and Blocks</td>
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<td>Graduate Academic Appeals Panel</td>
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<td>Student Conduct Separation and Appeal</td>
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<td>University Disciplinary Panel</td>
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<td>Academic Misconduct</td>
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<td>Graduate Student Examination Evaluation Disputes</td>
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<td>Graduate Academic Appeals Panel</td>
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<tr>
<td>Financial Assessments by the University</td>
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<td>Head of Department or Unit Involved</td>
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<td>Parking Citations</td>
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<td>Student Parking Appeals Board</td>
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<td>Disputes over Due Process (First Professional Students Only)</td>
<td>62</td>
<td>First Professional Appeals Panel</td>
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http://student-rules.tamu.edu
Polling Question:
How did you primarily address conflict with faculty, staff, or fellow students at your undergraduate institution?

A. I didn’t- I ignored the conflict and hoped it would resolve itself
B. I had a peer (or group of peers) to support me and help me find solutions
C. I had a mentor within the university (faculty or staff) that listened to my problems and offered solutions
D. I utilized campus resources such as the Student Counseling Center (or equivalent) to find ways to resolve conflict
What is Professional Development (PD)?

• Provides training outside traditional, discipline-based graduate coursework.
• Helps bridge the gap between graduate education and the workforce.
G.R.A.D. Aggies

Collaboration of 7 campus units to provide professional development opportunities for graduate students to better prepare them for professional life after graduate school

**Collaborators:**
- Career Center
- Center for Teaching Excellence
- OGAPS
- Student Counseling Center
- University Libraries
- University Writing Center
- Money Education Center

**Programs:**
- Workshops
- Seminars
- Training Events
- Online Resources
- For more information visit http://grad-aggies.tamu.edu
Welcome to a Community of Scholars!

Community of Scholars
Dinner and Dialogue

In celebration of Graduate and Professional Student Week

April 9, 2019
OGAPS Calendar Subscriptions

http://ogaps.tamu.edu/Buttons/Calendars

Service that will allow you to save Graduate and Professional Studies calendar events to your smart device or computer.

Instructions on how to subscribe using your device

Click the headings to view the events listed in a calendar without subscribing

Description of what each type of subscription link is used for:

- RSS Feed
- Download .ics File
- Add to Calendar
- PDF Document
Office of Graduate & Professional Studies
View Today’s Presentations
ogaps.tamu.edu

Enter ‘New Graduate Student Orientation’ in the search field

NEW GRADUATE STUDENT ORIENTATION

Coordinated by the Office of Graduate and Professional Studies, the New Graduate Student Orientation provides an overview of what to expect at Texas A&M University — including information on policies, procedures, resources and services on campus and in the community. **Orientation will be January 11th, 2019.** The Office of Graduate and Professional Studies encourages all students to attend the on-campus orientation. You’ll meet campus leaders, administrators, and fellow graduate students. To attend the New Graduate Student Orientation you must be an admitted graduate student for the Spring 2019 semester. Equally, all admitted graduate students — domestic and international — are encouraged to attend New Graduate Student Orientation. Details for international students can be found [here](#).
Office of Graduate & Professional Studies

Suite 112, Jack K. Williams Administration Building
Website: ogaps.tamu.edu
E-mail: ogaps@tamu.edu
Hours: 8 AM to 5 PM, Monday through Friday