Overview of the Office of Graduate and Professional Studies

Shannon Walton, PhD
Director
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.

Take out your smartphones
Open the web browser
Go to [www.slido.com](http://www.slido.com) and enter #NGSO18
Ask questions and vote in the live polls
The Role of OGAPS

OGAPS

Maintain official graduate student records

Process required documents: degree plans, petitions, tuition waivers

Graduate Student Recruitment in partnership with Departments & Colleges

Provide thesis and dissertation services

Graduate student professional development

Approve ("clear") graduate students for graduation

Offer Ombuds service for graduate students

Fellowship and awards opportunities

Ombuds service for graduate students
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
Degree Requirements
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
Minimum Required Hours for Degrees

• **Doctoral – Research/Scholarship**
  • 64 semester credit hours (sch), enter with a recognized master’s
  • 96 semester credit hours (sch), enter without a recognized master’s

• **Master’s**
  • Varies depending on program (from 30 sch to 60 sch)
Interactive Degree Planner

View Steps to Degree Completion

Doctoral Degree Requirements*
- Degree Plan
- Preliminary Exam
- Proposal
- Admission to Candidacy
- Final exam/Defense
- Dissertation

* Requirements may vary within specific degree programs

Master’s (Thesis Option) Degree Requirements*
- Degree Plan
- Proposal
- Final exam/Exemption
- Thesis

Master’s (Non-Thesis Option) Degree Requirements*
- Degree Plan
- Final exam/Exemption
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

Go to www.slido.com and enter #NGSO18
Interactive Degree Planner

View Additional Requirements

- Residency
- English Language
- Continuous Registration
- Time Limits
English Language Requirements

Meet University minimum requirements

Verification

Verification Methods

Test Scores (TOEFL, PTE, IELTS)

Alternative Verification via Department Request

Serve as a Graduate Assistant – Teaching

Certification

Certification Methods

Test Scores (TOEFL, PTE, IELTS)

Score of 80 or above on the oral English Language Proficiency Exam (ELPE)

Alternative Certification via Department Request

Applies to all international graduate students whose native language is not English – as defined by the Office of Admissions (see graduate catalog)
## Graduate Student Responsible Conduct of Research

If your research involves

| Animals          | Animal Welfare Assurance Program | Institutional Animal Care and Use Committee |
| Humans           | Human Subjects Protection Program | Institutional Review Board |
| Biohazards       | Biosafety Program                | Institutional Biosafety Committee |
| Nonclinical Laboratory Studies | Good Laboratory Practices       | See: [http://rcb.tamu.edu](http://rcb.tamu.edu) |
| Deemed Exports or Conflict of Interests | Division of Research | |
| Other (non-lab based) | Disciplinary Standards | |

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
### Student Grievance Procedures

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[http://student-rules.tamu.edu](http://student-rules.tamu.edu)
Steps for Student Grievance Procedures

1. Informal/Preliminary Resolution Procedure

- Faculty/Examination Committee Chair/Advisory Committee
- Written Response

- Department/Interdisciplinary Degree Program
- Written Response

- College
- Written Response

2. Formal Resolution Procedure

- Graduate Academic Appeals Panel

3. Student alleges that a decision rendered is:
- Arbitrary,
- Capricious, or
- Prejudicial
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
Climate of Respect

As a major public institution of higher education, Texas A&M University has both an extraordinary opportunity and a special responsibility to create and maintain a climate that affirms diversity of persons as well as diversity of views. Diversity is an indispensable component of academic excellence. **A commitment to diversity means a commitment to the inclusion, welcome, and support of individuals from all groups, encompassing the various characteristics of persons in our community. Among these characteristics are race, ethnicity, national origin, gender, age, socioeconomic background, religion, sexual orientation, and disability.** As we harness the power of diversity, we will provide students, faculty, and staff a university experience rich in perspectives and opportunities to learn from each other. In the spirit of shared responsibility, we encourage each University unit, student organization, and campus community member to help make our campus a welcoming place for all.

Report
- Incidents of hate/bias: stophate.tamu.edu
- Concerning behavior: tellsomebody.tamu.edu
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

- Harassment and discrimination
- Sexual harassment and assault, dating violence, domestic violence, stalking and related retaliation

Also offers other services:
- Gay, Lesbian, Bisexual, Transgender Resource Center
- New Student and Family Programs
- Off-Campus Student Services
- Student Legal Services
- Women’s Resource Center

Student Counseling Service
- Personal Counseling
- Addiction
- Couples Counseling
- Crisis Intervention
- Group Counseling
- Psychiatric Services
- Self-Help, Outreach, Consultation

G.R.A.D Aggies
- Workshops
- Seminars
- Training

Graduate Ombuds Officer
- Discuss concerns
- Identify solutions
- Plan path forward
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
What is Professional Development (PD)?

• Provides training outside traditional, discipline-based graduate coursework.
• Helps bridge the gap between graduate education and the workforce.
Tool for Finding PD Resources

- OGAPS PD Portal
- A search engine for students to identify PD opportunities across campus

http://ogaps.tamu.edu/Buttons/Professional-Development-Opportunities
G.R.A.D. Aggies

Collaboration of 8 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
  • Graduate Student Council
  • International Student Services
  • OGAPS
  • Student Counseling Center
  • University Libraries
  • University Writing Center

• Programs:
  • Workshops
  • Seminars
  • Training Events
  • Online Resources
  • For more information visit http://grad-aggies.tamu.edu
PD Skill Areas (Competencies)
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
Community of Scholars
Dinner and Dialogue

In celebration of Graduate and Professional Student Week

Welcome to a Community of Scholars!
Office of Graduate & Professional Studies
View Today’s Presentations
ogaps.tamu.edu

Enter ‘New Graduate Student Orientation’ in the search field
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