

Texas A&M University
Department of Soil and Crop Sciences

Graduate Student
Policies and Procedures

2024-2025



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The faculty and staff of the Department of Soil and Crop Sciences will make every effort to ensure that your experience as a graduate student is challenging, rewarding, and preparatory for a career in agronomy, plant breeding, plant physiology, soil science or related environmental sciences.

An overview of our graduate programs can be found at <http://soilcrop.tamu.edu>. Additional graduate information and the forms necessary for the various aspects of your graduate career can be found at the Graduate and Professional School (GPS) website - <https://grad.tamu.edu>.

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428 Reynolds Medical Building 979-436-0850 dwt@tamu.edu

International Student & Scholar Services

110 Pavilion 979-845-1824 <https://global.tamu.edu/iss>

Graduate Admissions

1601 General Services Complex 979-845-1060 <http://admissions.tamu.edu>

Graduate and Professional School

204 Nagle Hall 979-845-3631 grad@tamu.edu

Thesis Office, *Submit thesis/dissertations*

204 Nagle Hall 979-845-3631 thesis@tamu.edu

Graduate Policies and Procedures

Student Life*, *Housing assistance, etc.*

Student Life Services Bldg. 2nd floor

979-845-3111

studentlife@tamu.edu

*Additional housing information - www.apartments.com, www.apartmentfinder.com, and www.zillow.com, or <https://theeagle.com> (local newspaper)

Frequently Used Numbers:

Admissions Office	979-845-1060
Aggie One-Stop	979-847-1787
Computing / Information Technology	979-845-8300
Counseling & Psychological Services	979-845-4427
Emergency	9-911
Financial Aid	979-845-3236
First Call - AgriLife IT Services	979-985-5737
Graduate Student Services	979-845-1741
Health Center	979-458-8310
Helpline	979-845-2700
International Student & Scholar Services	979-845-1824
Multicultural Services	979-862-2000
New Student Orientation	979-845-5826
Off-Campus Housing Information	979-845-1741
Parking, Traffic, Transportation	979-862-7275
Registrar's Office	979-845-1031
Scholarships	979-845-3982
Security Escort Service (Corps of Cadets)	979-845-6789
Services for Students/Disabilities	979-845-1637
Student Activities	979-845-1133
Student Conflict Resolution	979-847-7272
Student Counseling Services	979-845-4427
Title IX Officer	979-458-8407
University Apartments	888-451-3896
University Operator	979-845-3211
University Police Department	979-845-2345
Veteran Services	979-845-8075
Veteran Resource and Support Center	979-845-3161
Visitor Center	979-845-5851

Degrees Available

Program Area	Degree*
Agronomy	M.S., Ph.D.
Plant Breeding	M.S., Ph.D.
Soil Science	M.S., Ph.D.
Genetics**	M.S., Ph.D.
Molecular and Environmental Plant Sciences**	M.S., Ph.D.
Water Management and Hydrological Sciences**	M.S., Ph.D.

* The M.S. and Ph.D. degrees require a thesis or dissertation, respectively, dealing with the original research.

** These degrees are offered through interdisciplinary programs, chaired by intercollegiate faculty. Soil and Crop Sciences serves as the students home department *if* their committee chair is Soil and Crop Sciences faculty.

Scholastic Requirements

This handbook summarizes policies and procedures to be followed by graduate students in Soil and Crop Sciences. Students should consult the Graduate Catalog or the Graduate and Professional School as the final authority on all matters discussed in this handbook.

Grade Point Average

Graduate students must maintain a grade point average (GPA) of 3.0 (4.0 scale) for all courses which are listed on the degree plan; as well as for all graded graduate and advanced undergraduate course work (300 and/or 400 level) completed at Texas A&M and eligible for application toward a graduate degree. Graduate students will not receive graduate degree credit for undergraduate courses taken on a satisfactory/unsatisfactory (S/U) basis. Graduate courses on the degree plan may not be taken S/U, except for 681, 684, 690, 691, 692, 693, 695, and 697. Graduate courses not on the degree plan may be taken S/U.

If either a student's cumulative GPA or the GPA for courses listed on the degree plan fall below 3.0, he or she will be considered scholastically deficient and may be dropped from the university unless the minimum GPA is attained by the end of the next long semester. The student will have one semester to bring their GPA back to 3.0 or risk loss of their assistantship. Various scholarships have varying requirements for minimum GPA in order to retain the scholarship.

Additional information can be found online in the Texas A&M University Graduate Catalog - <http://catalog.tamu.edu/graduate/>

Department of Soil and Crop Sciences

The mission of the Department of Soil and Crop Sciences (hereafter referred to as the department) is:

- To prepare students for careers in soil, plant, and environmentally related disciplines.
- To discover scientific knowledge and to develop technologies to sustain environmentally sound and profitable production systems.
- To ensure that technology development and transfer to user clientele and society in general is effective and timely.
- To promote the wise use, management and stewardship of soil, plant, and water resources.

Graduate education is essential to meeting this mission. Graduate students are an extension of professorial research efforts which in turn provides the necessary practical training for the next generation of research scientists. Courses are designed to provide a logical progression of learning the technical aspects within each of the department's disciplines. In addition to the Agronomy, Plant Breeding, and Soil Science programs, the department is home for the Molecular and Environmental Plant Sciences (MEPS) interdisciplinary program. The department also houses faculty who are members of the intercollegiate faculty for the Genetics (GENE), and Water Management and Hydrological Science (WMHS) programs.

The commodities of research emphasis in the department are bioenergy crops, corn, cotton, forages, grain sorghum, hemp, peanut, rice, small grains, sugarcane, and turf grasses. Research disciplines include biophotonics, crop breeding, crop management, crop physiology, crop quality; gene editing, genetics, herbicides and weed control; soil clay mineralogy; soil chemistry and fertility; soil genesis; soil microbiology; soil physics; soil-plant-water relationships; organic waste disposal; and land reclamation.

The student's graduate program is planned to ensure adequate training in biology, biochemistry, chemistry, genetics, geology, mathematics, physics, physiology, or other sciences that deal with the fundamental truths in an area of specialization. Interdisciplinary programs involving members of other departments on campus are possible.

The facilities of the department are many and varied. They include laboratories for: soil testing to provide information on the fertility of individual soils and to aid in increasing crop yields; genetic and cytologic studies of forage, crop and bioenergy plants and turfgrasses; environmental studies of soils and plants; studying the chemistry of soil; weed ecology and pesticide fate; the study of herbicides for the control of weeds in modern agriculture; soil and water microbiology, the study of biophotonics in agriculture; and the impact of modern agriculture on the environment. The department has many greenhouses and large growth chambers. Collections of food and fiber plants are maintained for use in teaching and research. The university maintains a large farm operation for field research.

Ambitious students will have ample opportunity to be exposed to laboratory, greenhouse, and field research activities as they advance toward their educational goals. The facilities of the electron microscopy and other specialized laboratories can be used on a service fee basis. Other research equipment on campus may be used by arrangement. Much of the department is housed in the Heep Center, but faculty are also located in the Agronomy Field House, Scotts Miracle-Gro Facility for Lawn and Garden Research, the Beasely Lab, the Foundation Seed Building, the Perennial Forage Breeding Lab, Cotton Ginning Lab, and all Texas A&M AgriLife research and Extension Centers statewide.

Degree Requirements in Soil and Crop Sciences

Maximum Allowable Hours of Online Coursework (non-distance students)

The Higher Education Coordinating Board is enforcing mandates about the maximum allowable amount of coursework for students **not in** distance programs that can be taken online. This includes all online, web- based (i.e. “699” sections) and distance (i.e. “700” sections) courses in which on-campus students can enroll.

Master’s students not in a distance program can take a maximum of 50% of degree plan hours as online or web-based distance courses.

Ph.D. students must adhere to both the following rules:

Rule 1 - A Ph.D. student may have no more than 4 courses that are web-based (699) or distance education (700) on their degree plan under any circumstances. All other graded coursework on the degree plan must be taken as traditional face-to-face coursework.

Rule 2 - In addition, no more than 49% of graded coursework on the degree plan can be taken web based (699) or distance (700). Be aware that this is 49% of graded coursework and NOT 49% of the total degree plan. Research and Thesis/Dissertation 691 hours do not count when calculating this rule.

Requirements of a Master of Science Degree in Soil and Crop Sciences - Thesis Option

1. 32 graduate credit hours beyond the B.S. degree; general requirements are:
 - a. 23 graded course hours approved by the Graduate and Professional School and the student’s advisory committee. The committee must include at least three faculty members, including one with a primary departmental affiliation outside of Soil and Crop Sciences.
 - b. Statistics 651 or equivalent. This will account for three hours of the 23 graded course hours.
 - c. Graduate seminar (1 hr).
 - d. No more than eight hours of SCSC 691 (Research) or SCSC 685 (Directed Studies), and no more than twelve hours of the two courses combined.
 - e. 700 sections are reserved for students in the distance education program. If you are not in that program, do not register for any 684, 685 or 691 course with a 700 section number.
 - f. No more than nine hours of upper level (300 or 400) undergraduate courses.
 - g. See Graduate Catalog for additional requirements, <http://catalog.tamu.edu/graduate/>.
2. Degree plan must be filed by the end of the students first long semester
3. Research proposal must be filed by the end of the student’s second long semester
4. Satisfactory completion of a final exam and a thesis written on original research as directed by student’s advisory committee.

Requirements of a Master of Science Degree in Soil and Crop Sciences - Non-Thesis

1. 36 graduate credit hours beyond the B.S. degree; general requirements are:
 - a. Course hours must be approved by the Graduate and Professional School and the student's advisory committee. The committee must include at least three faculty members, including one with a primary departmental affiliation outside of Soil and Crop Sciences.
 - b. Statistics 651 or equivalent. This will account for three of the graded course hours.
 - c. Graduate seminar (1 hr)
 - d. No more than eight hours of SCSC 685 (Directed Studies), no more than four hours of SCSC 684 (Internship) and the two courses combined cannot total more than 24% of the graded course hours.
 - e. 700 sections are reserved for students in the distance education program. If you are not in that program, do not register for any 684, 685 or 691 course with a 700 section number.
 - f. No more than nine hours of upper level (300 or 400) undergraduate courses.
 - g. See Graduate Catalog for additional requirements, <http://catalog.tamu.edu/graduate/>.
2. Degree plan must be filed by the end of the 1st long semester.
3. Satisfactory completion of a final exam and a scholarly project or paper as directed by student's advisory committee.

Steps Leading to a Master of Science Degree in SCSC

There are several steps that must be successfully completed to fulfill the requirements for the M.S. degree in Soil and Crop Sciences. These include:

Committee Structure

SCSC graduate students will know their advisory committee chair at the time they are admitted to the department. In their first semester at Texas A&M, students should consult with their committee chair (and co-chair, if applicable) and establish their committee members. All committee members must be members of the Graduate Faculty at Texas A&M University. Graduate Faculty members can be found on the GPS website: <http://gradcom.tamu.edu/FacultySearch.aspx>. Others who are not members of the Graduate Faculty can be named to a committee as Special Appointments. These Special Appointments can come from other universities, government agencies, or private industry. Special Appointments should bring specific expertise to the committee structure that will be advantageous to the student's training and research. Special Appointees are non-voting appointments and do not count toward the required number of committee members. Students should meet with Dr. Wayne Smith (SCSC) for more information regarding special committee appointments, if questions arise.

Master of Science committees are composed of the chair and at least 2 additional members. One of the additional members may be a co-chair. The chair or co-chair (if applicable) must be from the Department of Soil and Crop Sciences. At least one of the remaining members must be from another TAMU department. Faculty members who have an IDP affiliation, and whose home department is SCSC do **not** count as outside members.

Submit a Degree Plan

In consultation with their advisory committee, students **MUST** submit a degree plan that identifies the courses leading to the M.S. degree and formally establishes the student's committee. The degree plan (<http://ogsdpss.tamu.edu>) must be approved by the student's advisory committee, Dr. Wayne Smith, and the Graduate and Professional School. The degree plan must be submitted to the Graduate School before the end of the student's first long semester and no later than 90 days prior to final oral or thesis defense. Failure to do so will result in a registration block being placed on the student by the Graduate School. Degree plan submission is an online process initiated by the student after consultation with their advisory committee. Once the degree plan is filed, the student will gain access to ARCS (Academic Requirements Completion System) in Howdy. This is the system through which all documents are submitted to the graduate school. **NOTE:** Adding faculty from other universities or industry to the TAMU graduate faculty can take MONTHS. If you plan to include them on your committee start very early. Also note, if they are nominated by this department, they do **NOT** count as the external member of your committee.

Submit a Thesis Proposal

In consultation with their advisory committee, students **MUST** submit a thesis proposal that identifies the research project to which the student has been assigned, a partial literature review of the problem, objectives of the research, and the student's approach to the research. The thesis proposal (<https://grad.tamu.edu>) must be approved by the student's graduate advisory committee, Dr. Wayne Smith and the Graduate and Professional School. The document **MUST** be submitted by the end of the second (2nd) long semester and after the degree plan is on file with the Graduate and Professional School.

Complete Residence Requirements

A Master's student must complete 9 resident credit hours during one regular semester or one 10-week summer semester in resident study at Texas A&M University in College Station. A minimum of 1 credit hour must be in a non-distance education delivery mode. Semesters during which the student is enrolled in all distance education coursework will not count toward fulfillment of the residence requirement. The Graduate and Professional School will confirm the residence requirement has been fulfilled before the student may defend their thesis.

This requirement is waived for students enrolled in the distance education program.

Apply for Degree and Pay Graduation Fees

These items must be accomplished during the first week of the student's final semester. Students should note this and all deadlines are posted on the Graduate and Professional School calendar. (<https://grad.tamu.edu>)

Submit Thesis to Advisory Committee

Well before submitting a request to schedule the thesis defense, students should meet with their committee chair and confirm that all course work is completed or will be complete in an appropriate manner. When all course work requirements are satisfied, the student may submit his/her thesis to their committee.

Submit Request to Schedule Final Exam

The request to schedule the student's thesis defense must be submitted to the Graduate and Professional School through ARCS at least 10 working days prior to the exam. There may be additional time requirements posted on the Graduate and Professional School calendar. The request must be approved by the student's advisory committee chair, co-chair (if applicable), and Dr. Wayne Smith.

The exam results must be returned to the Graduate and Professional School within 10 working days of the scheduled date of the exam.

Submit Thesis to Thesis Office

Thesis will be submitted electronically through the thesis and dissertation submission system using both ARCS and Vireo.

In ARCS - Submit your Copyright and Availability form, and the thesis written approval form.

In Vireo (etd.tamu.edu) submit your thesis as a single PDF file including any permissions for figures and tables or fair use analysis checklist.

Students should check the Graduate School calendar for semester deadlines relative to submission and graduation. The thesis must be approved by the advisory committee and Dr. Wayne Smith, Associate Department Head.

More information can be found at <https://grad.tamu.edu/academics/academic-success-resources/thesis-dissertation-services>

The steps leading to an M.S. degree are illustrated on the following page:

Summary of Steps to Fulfill Master of Science Degree

Establish Advisory Committee	When: During student's first semester
Submit Degree Plan	When: Before the end of student's first long semester. (The Graduate School will put a hold on registration for the following semester). Approval: Online process after consultation with advisory committee.
Submit Thesis Proposal	When: Before the end of the student's second long semester Approval: Advisory Committee, Associate Department Head, Office of Graduate and Professional Studies
Complete residence requirement, if applicable	When: Before or during final semester Approval: Graduate and Professional School
Apply for Degree; Pay Graduation Fees	When: During the first week of students final semester (see GPS calendar)
Submit Thesis to Advisory Committee • Confirm all degree plan courses are complete.	When: Well before submitting request to schedule final exam.
Submit request for permission to schedule final exam	When: Must be received by the Graduate and Professional School at least 10 WORKING DAYS prior to the exam. Additional time requirements and deadlines are on the Graduate School calendar. NOTE: Results are to be submitted to the Graduate School within 10 working days of the exam. Approval: Advisory Committee, Associate Department Head, and the Graduate and Professional School.
Submit Thesis • Single PDF file - submit in Vireo • Thesis approval form - submit in ARCS • Copyright approval - submit in ARCS	NOTE: See Thesis Manual for format When: See the Graduate and Professional School calendar for each semester deadline. Approval: Advisory Committee, Associate Department Head

NOTE: Student must be continuously registered until all degree requirements are met.

Requirements of a Doctor of Philosophy Degree in SCSC

A. 64-hour Ph.D.

1. 64 graduate credit hours beyond the M.S. degree; general requirements are:
 - a. A “B” average and a minimum of 3 hours of graded coursework is required; however, most committee chairs and advisory committees demand from 20 to 40 semester hours of classroom study, which usually includes courses in fields other than agronomy.
 - b. 700 sections are reserved for students in the distance education program. If you are not in that program, do not register for any 684, 685 or 691 course with a 700 section number.
 - c. Non-distance students may take up to 49% of their graded degree plan courses as online coursework by registering for 699 sections
 - d. Graduate seminar (1 hr).
 - e. Students who accumulate more than 99 semester credit hours may be required to pay out-of-state tuition on any additional hours.
 - f. See Graduate Catalog for additional comments: <http://catalog.tamu.edu/graduate/>.
2. Degree plan and research proposal must be filed by the end of the fourth long semester.
3. A dissertation written on original research as directed by the student’s advisory committee.

B. 96-hour Ph.D.

1. 96 graduate credit hours beyond the B.S. degree; general requirements are:
 - a. A minimum of 26 hours of graded coursework is required, which usually include courses in fields other than agronomy.
 - b. STAT 651
 - c. No more than nine hours of upper level (400) undergraduate courses
 - d. No more than ten hours of 685
 - e. 700 sections are restricted to students in the distance education program. If you are not in that program, do not register for any 684, 685 or 691 course with a 700 section number.
 - f. Presentation of two seminars - (two semesters of SCSC 681) one within their first two years on a topic of choice and approved by their committee chair; and an exit seminar presenting the results of their research.
 - g. Students who accumulate more than 99 semester credit hours may be required to pay out-of-state tuition on any additional hours.
 - h. See Graduate Catalog for additional comments: <http://catalog.tamu.edu/graduate/>.
2. Student must pass an advancement review administered by their committee by the end of the fourth long semester. Failure to meet expectations will result in the student terminating with a Master of Science degree.
3. Degree plan and research proposal must be filed by the end of the **second** long semester.
4. A dissertation written on original research as directed by the student’s advisory committee.
5. Students may opt out of the 96-hour Ph.D. and complete a Master of Science degree with a written request to their graduate advisory committee chair and the associate department head.

Maximum Allowable Hours of Online Coursework

The Higher Education Coordinating Board is enforcing mandates about the maximum allowable amount of coursework for students **not in** distance programs that can be taken online. This includes all online, web- based courses (i.e. “699” sections) in which on-campus students can enroll. No more than 49% of graded coursework on the degree plan can be taken web-based (699). **Be aware** that this is 49% of graded coursework and NOT 49% of the total degree plan. Research and Thesis/Dissertation 691 hours are not included in this calculation.

Steps Leading to a 64 or 96-hour Doctor of Philosophy

There are several steps that must be successfully completed to fulfill the requirements for the Ph.D. degree in Soil and Crop Sciences. These include:

Committee Structure

Graduate students will know their advisory committee chair at the time they are admitted to the department. In their first semester at Texas A&M, students should consult with their committee chair (and co-chair, if applicable) and establish their committee members. All committee members must be members of the Graduate Faculty at Texas A&M University. Graduate Faculty members can be found on the Graduate and Professional School website: <https://gradcom.tamu.edu/FacultySearch.aspx>.

Individuals who are not members of the Graduate Faculty can be included on a committee as Special Appointments. These Special Appointments can come from other universities, government agencies, or private industry. Special Appointments should bring specific expertise to the committee structure that will be advantageous to the student’s training and research. Special Appointees are “extra” appointments and do not count toward the required number of committee members. Students should meet with Dr. Wayne Smith, Associate Department Head, for further information regarding special committee appointments, if questions arise.

Doctor of Philosophy committees are composed of the chair and at least 3 additional members. One of the additional members may be a co-chair. The chair or co-chair (if applicable) must be a Soil and Crop Sciences faculty member, and at least one external member (affiliated with another Texas A&M department). Faculty members with an IDP affiliation whose home department is SCSC do not count as external members. Likewise - faculty from other universities or industry, who are added to the graduate faculty by this department are affiliated with SCSC and will NOT count as your external member.

Submit a Degree Plan

In consultation with their advisory committee, students **MUST** submit a degree plan that identifies the courses leading to the Ph.D. degree. The degree plan (<http://grad.tamu.edu>) must be approved by the student’s advisory committee, Dr. Wayne Smith, and the Graduate and Professional School. The degree plan must be submitted to the Graduate School before the end of the student’s fourth long semester (**second long semester for 96-hr Ph.D**) and no later than 90 days prior to preliminary

examination. Failure to do so will result in a registration block being placed on the student by the Graduate School. This is an online process initiated by the student after consultation with their advisory committee. Once the degree plan is filed, students will gain access to the Academic Requirements Completion System (ARCS). This is the system through which all relevant documents will be submitted to the Graduate and Professional School.

Pass Advancement Review (96-hr Ph.D. only)

Before the end of the fourth long semester, 96-hour Ph.D. students must have passed an advancement review. This review is administered by the student's entire committee to evaluate progress and feasibility of completing the degree in a timely manner. The review may be written or oral. (see page 16)

Review Prelim Eligibility Requirements

About the end of the fourth or fifth long semester, and several weeks before prelims are scheduled, students should review the eligibility requirements for the preliminary exam. Students should obtain the preliminary exam checklist form from DocuSign. This checklist must be approved by the student's advisory committee chair, and Dr. Wayne Smith - Associate Department Head. The checklist is included in the DocuSign report of preliminary exam results and forwarded to the Graduate School by the student's committee chair after completion of the preliminary exams.

Submit a Dissertation Proposal

In consultation with their advisory committee, the student **MUST** submit a dissertation research proposal that identifies the research assigned to the student, a partial literature review of the problem, objectives of the research, and the student's approach to the research. The dissertation proposal must be approved by the student's graduate advisory committee, Dr. Wayne Smith - Soil and Crop Sciences Associate Department Head, and the Graduate and Professional School. The document **MUST** be submitted by the end of the student's fourth long semester (**second long semester for 96-hr Ph.D.**).

Establish Preliminary Exam Dates

Once the student's advisory chair is satisfied that all prelim eligibility requirements have been met, the student should establish the preliminary exam schedule with their committee. The oral exam should be approximately three weeks after the first written exam is submitted. Additional time requirements and deadlines are posted on the Graduate and Professional School calendar or in the graduate catalog.

Complete Prelims

The results of the preliminary exams, written and oral must be returned to the Graduate and Professional School within 10 working days of the oral examination. The results must be approved by the student's advisory committee. The Preliminary Examination Checklist and Report is in DocuSign.

Complete Residence Requirements

A student who holds a master's degree when entering a doctoral degree program must spend one academic year in resident study at Texas A&M University in College Station. A 96-hour Ph.D. student who holds a baccalaureate degree must spend one academic year plus one semester in resident study.

One academic year may include two adjacent regular semesters or one regular semester and one adjacent 10-week summer semester. The third semester is not required to be adjacent to the one year. Enrollment for each semester must be a minimum of 9 credit hours (6 during the summer) to satisfy the residence requirement. A minimum of 1 credit hour must be in a non-distance education delivery mode. Semesters in which the student is enrolled in all web-based education coursework will not count toward fulfillment of the residence requirement. The Graduate and Professional School will confirm the residence requirement has been fulfilled before the student may defend their dissertation.

This requirement is waived for students enrolled in the distance education program.

Apply for Degree and Pay Graduation Fees

These items must be accomplished during the first week of the student's final semester. Students should note this and all deadlines on the Graduate and Professional School calendar.

Submit Dissertation to Advisory Committee

Well before submitting a request to schedule the final exam, the student should meet with their committee and confirm that all course work is completed, or will be completed in an appropriate time frame. When all course work requirements are satisfied, the student may submit his/her dissertation to their advisory committee.

Submit Request to Schedule Final Exam

The request to announce and schedule the student's final exam must be submitted to the Graduate and Professional School at least 10 working days prior to the exam. Additional time requirements may be posted on the Graduate School calendar. The final exam request will be submitted through DocuSign and must be approved by the student's advisory committee chair, co-chair if applicable, and Dr. Wayne Smith (SCSC).

***NOTE** The results of the exam must be returned to the graduate school within 10 working days of the scheduled date of the exam.*

Submit Dissertation

The approved, final copy of a dissertation will be submitted through DocuSign, with a signed approval page. Students should check the Graduate and Professional School calendar for semester deadlines relative to dissertation submission and graduation. The dissertation must be approved by the advisory committee and Dr. Wayne Smith (SCSC).

These steps leading to a Ph.D. degree and the 96-hour Review form are illustrated on the following pages.

NOTE: Students must be continuously registered until all degree requirements are met.

(see page 21)

Summary of Steps to Fulfill Doctor of Philosophy Degree

Establish Advisory Committee	<i>When:</i> During student's first semester
Submit Degree Plan	<i>When:</i> Before the end of student's fourth long semester (second long semester for 96-hr Ph.D) and no later than 90 days prior to preliminary examination (GPS will block registration for the following semester) <i>Approval:</i> Online process after consultation with advisory committee.
Submit dissertation proposal	<i>When:</i> By the end of the student's fourth long semester (second long semester for 96-hr Ph.D.). <i>Approval:</i> Advisory Committee, Associate Department Head
Complete Advancement Review - (96-hr Ph.D. students only)	<i>When:</i> Before the end of the fourth long semester <i>Approval:</i> Entire graduate committee
Review Preliminary Exam Eligibility Requirements (see GPS homepage forms link for checklist)	<i>When:</i> End of fourth or fifth long semester and several weeks before the proposed date of the preliminary exams. Checklist must be submitted in ARCS and approved by advisory committee chair and Associate Department Head. The checklist is held and submitted to the Graduate School with the results of the preliminary exam(s)
Prepare and submit any petitions found necessary by the review of the eligibility requirements (checklist)	<i>When:</i> At least 3 weeks before the expected date of the preliminary examination <i>Approval:</i> Advisory Committee, Associate Department Head, and the Graduate and Professional School
Establish date(s) of the preliminary exam(s) with committee **Note** The Graduate School does not approve the exam date. This is done with your committee	<i>When:</i> Student must be within 6 credit hours of completion of all formal course work (excluding 681, 684, 690, and 691) or no later than the end of the semester following completion of all formal course work on the degree plan. <i>Approval:</i> Advisory Committee, Associate Department Head
Complete preliminary exams, submit the Report of the Preliminary Examination and the Preliminary Examination Checklist to the Graduate and Professional School via DocuSign	<i>When:</i> No later than the semester following completion of formal course work. Complete exams within 3 week time frame and report results to the Graduate and Professional School within 10 working days. <i>Approval:</i> Advisory committee <i>Provide copy of results to:</i> Associate Department Head
GPS notifies the student and chair of deficiencies/problems	<i>When:</i> Following the review of the Report of the Preliminary Examination and the Preliminary Examination Checklist
Complete residency requirements	<i>When:</i> Before submitting request to schedule Final Exam <i>Approval:</i> The Graduate and Professional School
Apply for degree, pay graduation fees	<i>When:</i> During the first week of the final semester (see GPS calendar for deadlines) <i>Approval:</i> Graduate and Professional School
Confirm with advisory committee that all degree plan courses are complete; submit dissertation to advisory committee	<i>When:</i> Well before submitting request to schedule final exam
Submit request for permission to hold and announce final oral exam **Note** Results must be submitted to the Graduate and Professional School within 10 workings days of the exam	<i>When:</i> Must be received by the Graduate and Professional School at least 10 working days prior to the exam (see Graduate School calendar for deadlines) <i>Approval:</i> Advisory Committee, Associate Department Head or IDP Chair, and the Graduate and Professional School
Submit Dissertation <ul style="list-style-type: none"> • Single PDF file - submitted in Vireo • Dissertation approval form - submit in ARCS • Copyright approval form - submit in ARCS 	NOTE: See Thesis Manual for format <i>When:</i> See GPS calendar for each semesters deadline <i>Approval:</i> Advisory Committee, Associate Department Head

96 Hour Ph.D. Advancement Review

Purpose: To ensure that the 96-hour Ph.D. student is informed of their progress to degree and probability of success in a timely fashion.

Review: A review will be conducted in the **student's fourth long semester** by the student's entire graduate advisory committee utilizing *ONE* of the following formats:

1. A written review will be administrated by the student's advisory committee. The review will consist of questions dealing with basic science that a Master's level student should know and questions dealing more specifically with the student's field of research. The written review will be evaluated by the student's entire advisory committee with comments annotated to the review. If a written review is proffered, then the entire committee will subsequently meet with the student to discuss options of continuing in the 96-hour Ph.D. program or converting to an M.S. program. Copies of the completed, annotated review, along with a short statement about the committee's meeting with the student and their recommendation, will be forwarded to the Associate Department Head.
2. An oral review will be proffered by the entire committee. General minutes and conclusions will be recorded and forwarded to the SCSC Associate Head, along with the committee's recommendation for the student to continue in the 96-hour PhD program or terminate with an MS degree.

Review Protocol (choose one) and results:

_____ Written review (attach completed exam with grade and recommendation)

_____ Oral review (attach minutes and recommendation)

Committee

Name	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Submit completed review to Associate Department Head for Graduate Instruction in HPCT 434. Review must be submitted during the student's fourth lon semester, or the student will be blocked from registration

Forms

All necessary forms for your graduate program can be found online at:

<https://grad.tamu.edu/knowledge-center/forms>

Forms available on this site include:

Degree Plan Fact Sheet
Online Degree Plan Submission System
Written Thesis (M.S.) Approval Form
Written Dissertation (Ph.D.) Approval Form
Letter of Intent to Pursue Another Graduate Degree
Preliminary Examination Checklist
Request and Announcement of the Final Examination
Proposal Approval Page for Thesis, Dissertation, or Record of Study
GPS Calendars

Degree Plans and Petitions are submitted online via the Degree Plan Submission System:

<https://ogsdpps.tamu.edu/>

PLEASE USE <https://grad.tamu.edu/> FOR THE MOST UP TO DATE FORMS AND CALENDARS.

To Submit Graduate and Professional School forms:

1. Go to <https://grad.tamu.edu/knowledge-center/forms> and select the document you need to submit
2. Follow the steps to complete the form - Use the following contact information
Staff Graduate Advisor: Casey Flint - casey.flint@ag.tamu.edu
Associate Department Head: Wayne Smith - cwsmith@tamu.edu
3. Submit forms
4. Notify Casey Flint and all your committee members that you have routed the form, so everyone can anticipate receiving the ARCS email. This step is important to prevent forms from being delayed in committee member's inboxes.

Make sure to enter the correct names and email addresses into the form so that it is correctly routed!!

General Information

Graduate Student Orientation

The University holds a campus-wide graduate student orientation one week before classes begin in both the fall and spring semesters. This orientation covers the what, why and how of graduate degree requirements, the proper conduct of research, and other important issues. Students also learn about other available campus resources.

The Department of Soil and Crop Sciences also holds an orientation prior to the fall semester to familiarize students with requirements specific to the department.

Required Training

All employees of Texas A&M University System must comply with a number of trainings delivered via Train Trac in Workday. This includes such trainings as safety procedures, computer security, export control. All graduate students are required to complete four training modules dealing with Standards in Research, Ethics, and Compliance plus four hours of face to face training with the professor(s) providing research opportunities. Email notifications from Workday will provide due dates for each training.

All graduate students are required to complete the Collaborative Institutional Training Initiative (CITI) Responsible Conduct in Research (RCR) training within 60 days of beginning their research program, and must also complete four hours of face-to-face Core RCR training within the first six months of their research. The trainings are accessed through the Division of research website - <https://vpr.tamu.edu/manage-research/responsible-conduct-of-research>

Health Insurance

All students who are on assistantship may elect to participate in the graduate student insurance plan through their employment. There is a 60-90 day waiting period for the employer contribution for insurance. Additional group-health insurance to cover spouse and/or children may be purchased. Insurance information and enrollment is completed in Workday.

Students receiving fellowships and some reduced effort assistantships are not automatically covered. Some fellowships provide insurance reimbursement. See Beth Ann McClosky if you have any questions about fellowship terms. (beth.luedeker@ag.tamu.edu or 979-845-4620)

International students must comply with all ISS insurance requirements. More information can be found at <https://iss.tamu.edu/Health-Insurance/Information-by-Student-Situation>.

Self-funded students can purchase insurance through the student health plan. More information can be found at <http://tamu.myahpcare.com/>.

Tuition Calculator: <http://tuition.tamu.edu/>

This list does not include the following fees:

- Course related Educational Enhancement, Equipment Access, Lab and/or Field Trip Fees
- Optional fees (housing, meal plans, parking, etc.)
- International Student Admin Fee of \$200-\$500 - per semester charged to third-party sponsored students.
- International Student Service Fee of \$85 per semester.
- International Student Insurance
- Orientation Fees
- Distance Education Differential Tuition and Fees
- General Deposit \$100 fee which is refunded after graduation
- Parking
- Athletic Passes
- Graduation Fees
- Thesis/Dissertation Fees

Requirements for Assisting in Department Teaching Laboratories

It is departmental policy that all graduate students on assistantship gain some teaching experience during their graduate training. Thus, students on assistantship seeking an M.S. degree are expected to assist in 1 lab (2 sections) during their tenure, and Ph.D. students on assistantship are expected to assist in 2 labs (2 sections each) during their tenure. Lab assignments are made by Dr. Wayne Smith, Associate Department Head, after consultation with the student and with the student's advisory committee chair. Every effort will be made to place the student in a lab which is most closely related to his/her field of study. However, more grad students are needed to assist in SCSC 105, World Food and Fiber Crops, and SCSC 301, Soil Science, than in any other courses. Thus, some students may assist in these laboratories regardless of their field of specialty. International students must meet English language certification requirements to be eligible to assist in a teaching lab. For information, go to <https://cte.tamu.edu/graduate-student-support/english-language-proficiency> or see Beth McClosky - beth.McClosky@ag.tamu.edu, HPCT 434A.

The Education Abroad Programs Office

Education abroad encompasses a variety of experiences – study, internship, volunteer, research, and service learning programs - which are available for all students – freshman through doctoral candidates. Programs can be as short as one week or as long as a full year. Students may choose to be part of a group or to pursue an individual program. More detailed information regarding studying abroad can be found on their website - <https://global.tamu.edu/ea/> or by contacting the Education Abroad office at abroad@tamu.edu or call 979-845-0544.

Resources and Services for International Students

The majority of international students enrolled at TAMU are enrolled at the graduate level. There are many resources and services on campus specifically to help and guide international students and to provide support to facilitate in their transition to student life in the United States and at Texas A&M. The International Student and Scholar Services (ISSS) office, located in the Pavilion, is the central location to find answers to questions you may have regarding U.S. customs, government regulations, registration procedures and problems, campus community facilities, medical care, banking, shopping, and entertainment.

ISSS can also help you with questions regarding immigration-related matters, provide counseling regarding federal regulations, aid in the processing of documents and applications that impact your status as a student. The office also provides personal advising regarding cultural adjustment and socialization issues, readjustment to home country, academic concerns, health questions and concerns, emergency assistance (family tragedy, etc.) banking, transportation, and many other necessary concerns. It also acts as a liaison for the students to best represent their interests and to provide a link with government, business, University and community officials.

New International Student Organization - <https://global.tamu.edu/iss> provides an online orientation for all incoming international students on pertinent issues such as: immigration check, Health Center check, scholarships and financial aid, and current information regarding banking, utility hook-ups, assistance locating housing, Social Security applications, and much more.

Soil and Crop Sciences Program Benefits:

Financial Assistance

Faculty members typically provide assistantships from grant funds. The department has a limited number of Graduate Research Assistantships available for qualified students. In both cases, the assistantship is considered half-time employment; which means that the student is expected to work 20 hours per week in the research program of their committee chair. Students also must maintain a 3.0 cumulative GPA and make satisfactory progress on their research in order to remain on assistantship. Assisting in teaching labs, as described on the previous page, is also considered a requirement for assistantships. Such financial assistance is competitive and thus only well qualified students receive assistantships. There are a limited number of Fellowships at the university, college, and departmental levels. These are highly competitive.

Students receiving any financial compensation through employment should contact Ms. Amber Sexton (979-321-5364, amber.sexton@ag.tamu.edu) as soon as possible after arriving on campus.

Assistantship stipends follow university and federal/state guidelines and these may change annually. Assistantships are subject to payroll deductions for income tax, however, graduate students enrolled at least half-time are exempt from social security and Medicare withholding taxes. ALL students on assistantship MUST be registered as a full time student at ALL times. They must register for 9 hours each long semester and 6 hours during the summer. Fellowships MAY carry different requirements and students are responsible for following those guidelines in order to remain on fellowship. Students on assistantships are exempt from the out-of-state portion of their tuition; however, students on fellowships and scholarships MAY NOT be exempt from the out-of-state portion of their tuition requirement.

Extension of Waiver of Out-of-State Tuition

Graduate Assistants-Research and Graduate Assistants-Non-teaching who are employed at least 1/2 time (i.e., hold a Soil and Crop Sciences assistantship funded through state funds or grant funds through an individual professor) may be entitled to register themselves, their spouse, and their children at Texas A&M University by paying the tuition and fees required of Texas residents. This waiver does not apply to student worker positions. More information can be found on the Graduate School Knowledge Center: <https://grad.tamu.edu/knowledge-center>

International Admission

Foreign nationals make up a significant portion of the graduate population in the department as well as Texas A&M University. This international mix of students adds to the graduate experience. International Student and Scholar Services (ISSS) works with the department to make sure all immigration issues are resolved fairly and quickly. International students should submit their department offer letter to ISSS as part of their financial documents. All international students on assistantship MUST obtain a social security number. ISSS will inform you of the steps to complete this. (iss@tam.u.edu, j1scholars@tam.u.edu, or 979-845-1824)

Continuous Registration

Graduate students receiving financial assistance from the department or through University scholarships must register for 9 credit hours during each of the fall and spring semesters, and 6 hours during the summer (either 6 hours during the 10-week session or 3 hours in each of the 5-week sessions). This constitutes full-time status. **Students who are self supported may not required to meet these guidelines.**

All students in graduate degree programs requiring a thesis, dissertation, internship, or record of study (i.e., all Soil and Crop Sciences graduate students) must be in continuous registration. This continuous registration includes graduate students who have completed all course work on their degree plans [other than SCSC 691 (Research) or SCSC 684 (Internship)]. Once all formal course work is completed and **the student is not on assistantship/fellowship** continuous registration is satisfied by registration for at least 1 hour during the fall and spring semesters. Summer semester registration is **ONLY** required if the student plans to take examinations, use university resources or facilities, or defend their thesis or dissertation.

The continuous registration requirement can be satisfied either:

- In Absentia: the student must not have access to or use of facilities or properties belonging to the Texas A&M System during the semester;
- In Residence: students who will be on campus or located at one of the Research and Extension Centers or Experiment Stations, and therefore using university facilities must register “in residence” for at least 1 credit hour during the fall, spring, and summer semesters.

NOTE: INTERNATIONAL STUDENTS may have additional requirements and should consult with International Student and Scholar Services (979-845-1824) to ensure that they are in compliance with immigration requirements and enrollment status.

NOTE: SELF-SUPPORTED STUDENTS are required to register during the summer sessions if they will be conducting research, working in faculty labs, or using university facilities or resources, regardless of whether or not they have completed their formal course work.

Department Resources

Graduate Computer Lab, Heep 221

The Graduate Computer Lab is open Monday-Friday, 8am-5pm. To use the lab after hours you must have a code. The code changes each academic year.

Mail

Any mail you receive will be sent to your care of your major professor or through email. Check with your major professor as to where you may pick up your mail.

Mailing Address:

Your Name

c/o Major Professor

Department of Soil and Crop Sciences

2474 TAMU

College Station, TX 77843-2474

*This address is NOT to be used for personal mail. If you do not want to use the address at your residence you may get a post office box at the on campus Post Office. Personal mail may not be mailed through the mail room.

Procard Purchases

Graduate student employees should contact their committee chair for procard purchases. TrainTraq procard training should be completed before use of the procard. Always make sure NO TAX is charged. Submit ALL receipts/invoices with your expense report in Concur.

Travel Cards/DART Cards

Graduate students should speak with their committee chair to request permission to acquire a travel card (student employees & graduate assistants) or a DART card (non-employee graduate students). If approved, speak with Felicita Anzualda (979-845-9741 or felicita.anzualda@ag.tamu.edu) to apply for travel/DART card. All purchases associated with travel (conference registration, airfare, hotel, meals, etc.) should be charged to the travel or DART card.

Travel Authorization

All Departmental employees, including graduate students, who must travel on official business must complete the proper travel authorization forms at least 2 weeks PRIOR to such travel. If you are an employee, you MUST complete a travel authorization request in Concur. All students traveling MUST also complete the student activities travel form, https://stuactonline.tamu.edu/app/form_travel, and all students traveling abroad MUST also fill out the education abroad travel form, <https://abroad.tamu.edu/>.

*There is a maximum allowable reimbursement for travel, and it is best to speak with your professor about the amount. Committee chairs are not required to provide full reimbursement.

Departmental Vehicles

Several professors have research projects that require students to drive vehicles owned by the University or the Department. Departments are responsible for ensuring the drivers of their assigned vehicles are employees. Drivers must be at least 18 years old, possess a valid driver's license and be approved by the department to drive university/department vehicles. Persons not affiliated with the university/department MAY NOT be in the vehicle with you. This includes family, friends, and others not affiliated with the University/Department. If you are unsure of your eligibility to drive departmental vehicles, visit with Kathy Schmitt (979-321-5910) or Beth McClosky (979-321-5902).

Pesticide Applicator License

Anytime graduate students apply pesticides, they must have their pesticide license or be instructed by someone who has their license. Check with your committee chair before applying pesticides.

Employee/Undergraduate Relationships

According to System Regulation 07.05.01: A system university employee is prohibited from pursuing or having a consensual relationship with an undergraduate student at that institution. A consensual relationship in violation of this section may result in disciplinary action against the member employee, up to and including dismissal. An employee may request an exemption from the prohibition set forth in this section from the president or designee. Exemptions may be granted only in exceptional circumstances. Documentation of an exemption will be signed by the president or designee and placed in the employee's personnel file.

Title IX Mandatory Reporting

If you are a student employee and receive information of sexual harassment, stalking, sexual exploitation, sexual assault, domestic violence, dating violence or retaliation, you must report this information to your committee chair, a faculty member, the department head or associate department head or online at <https://orec.tamu.edu/report/>.

Please visit the Office of Risk, Ethics, and Compliance website - <https://orec.tamu.edu> - for more information about mandatory reporting and on-line reporting links.

Academic Resources

Activating your Texas A&M Email Accounts:

Texas A&M Gmail is the official email system for students.

<http://gateway.tamu.edu>

Choose: Login for current campus members if you are a current campus member and need to make changes to your email or password setting, directory entry or email subscription.

Choose: Claim Your NetID if you are new to Texas A&M.

Enter UIN and Date of Birth and click LOGIN.

Enter your NetID and click SUBMIT.

Enter a password, confirm, and click SUBMIT.

*If you have any questions or problems, call the Help Desk at 979-845-8300 or visit their website at <http://it.tamu.edu/help>. Computing Services is open 8am-midnight and located in the Computing Services Center, room 1112.

*It is your job as a graduate student to check your email. If you are not receiving emails from the department, please let us know.

Online catalogs: <http://catalog.tamu.edu/graduate/>

How to Register:

Go to: <http://howdy.tamu.edu>

Click on the “Registration” icon and follow the instructions.

*You must use the section’s CRN number to register.

*Do not register for any 684, 685 or 691 course with a 700 section number unless you are in the Distance Education Plant Breeding Program.

**YOU MUST SIGN THE LAB SAFETY ACKNOWLEDGEMENT EACH SEMESTER. You will not be able to register for research hours or any course with a lab until this is signed.

To Research Courses:

In Howdy (<http://howdy.tamu.edu>) - click the Registration icon and then select “Browse for Courses”

To Print your Account Balance:

In Howdy (<http://howdy.tamu.edu>) - Select the “My Finances” tab

Those on assistantships and/or fellowships need to register full time (9 hours) as soon as possible after registration opens. Tuition payments, out of state tuition waivers, and placement on payroll for the new semester cannot be processed until you have finished registering.

****Waiting to register until school begins may cause delays and may cost you additional fees.****

If you have trouble registering for any Soil and Crop Sciences course, please email the graduate advisor, Casey Flint - casey.flint@ag.tamu.edu and include your UIN.

Emergency Tuition Loans

<http://financialaid.tamu.edu>

Eligibility

Must be enrolled at least 1 hour

Active TAMU student email account

Must be clear of ALL financial holds

Meet GPA requirements: Grad Students 3.0 minimum GPA

Interest Rate & Origination

5% simple interest rate

A \$10 processing fee is assessed on each loan. The fee will be added to the amount of the loan.

Repayment:

Repayment is contingent upon the semester in which the loan is requested. All payments will be due on the 15th day of the month.

- Fall/spring loans are due approximately 90 days after the loan is applied to your account.
- Summer loans are due approximately 30 days after the loan is applied to your account.

****If the loan is not paid in full by the due date, both transcripts and registration will be blocked until the account is paid in full.****

Graduate Catalog

The official policies of Texas A&M University are published annually in the Graduate Catalog. It is the responsibility of each graduate student to read and be familiar with the policies as set forth in the Catalog, which is published annually. The catalog is available at <https://catalog.tamu.edu/graduate/>.

****It is the graduate student's responsibility and duty to become familiar with all policies that affect their graduate program and to correctly follow all policies in a timely manner.****

Graduate and Professional School

The Graduate and Professional School is the university office responsible for administering the graduate programs of Texas A&M. The office is located on main campus in Nagle Hall. All petitions, requests, and proposals are turned in to GPS for final approval. The Graduate School publishes a graduate student calendar every semester that lists precise dates for all deadlines. This calendar is available electronically at: <https://grad.tamu.edu/buttons/calendars>, then select the semester deadline calendar you wish to view. Much of the necessary graduate information you will need, along with forms relative to graduate programs is available on the Graduate and Professional School website: <https://grad.tamu.edu>.

Academic Success Center—offers learning assistance programs designed to improve and develop skills necessary for success in college-level courses.

Computing Resources– in addition to the departmental computer labs, there are several student computer labs across campus with access to workstations, presentation equipment, printers, and scanners. IT Help Desk is also available 24/7 at 979-845-8300 or helpdesk@tamu.edu

Career Resources

Career Center– provides career information and employment connections to students throughout their academic careers with planned learning experiences relating to job search skills, interviewing skills and placement.

Student Counseling Service Center, Counseling & Testing Library– provides quality career counseling by promoting student development and self-knowledge through education in order to help students make appropriate and satisfying career choices.

Safety and Security

University Police - 979-845-2345 - the University Police Department provides protection of persons and property of Texas A&M University

After Hours Shuttle Bus Service – is available during the fall and spring semester

Escort Services – 979-845-6789 - members of the Corps of Cadets will provide escorts any time during the fall and spring semesters for extra security while walking on campus.

Emergency Phones – place strategically throughout the campus.

Sexual Violence Education & Support– Gender Issues Education Services - serves as a professional staff contact for students who have been sexually assaulted, harassed, stalked, or who are in a violent relationship. The program also offers education to raise awareness of these issues and resources for victims.

Student Conduct Office - 979-847-7272 - offers a wide range of service to educate and assist students in dispute resolution that contributes to individual growth and community responsibility.

Student Meditation Services - 979-862-4502– promotes the values, understanding, public awareness, and practice of meditation while modeling conflict resolution skills and collaborative problem solving through education, empowerment and service to students.

Student Legal Services - 979-862-4502 – provides legal services to counsel students concerning their legal rights and responsibilities and empowers them to use available legal, community, and university resources to respond to their legal issues.

Parking, Traffic & Transportation Services

Parking – all vehicles on TAMU campus, or in areas designated as TAMU parking areas, must purchase a virtual parking permit and register the license plate in association with that permit. For more information, <http://transport.tamu.edu>

Shuttles – the shuttle bus services both on and off campus locations and is at no cost to students (except for Charter Service). The on-campus system services the main and west campuses and is the easiest way for students to move around campus. The on-campus system operates from 7:00 AM until 2:00 AM, Monday through Friday during the fall and spring semesters. The University also operates the off-campus shuttle service which serves most of the major apartment complexes and housing areas in Bryan/College Station, as well as Blinn College campus. Off-campus transit services are continued until 12:00 AM, Monday through Thursday, and until 8:00 PM on Friday night. For more detailed information, you can contact the office of Transportation Services by calling 979-862-7275 or at their website: <http://transport.tamu.edu>

Student Services

Student Health Services (979-458-8310) - Student Health Services is an accredited health care provider serving the TAMU student body by providing primary health care services and promoting health through prevention and education. It is located in the A.P. Beutel Health Center and is open 8:00 AM to 5:00 PM, Monday through Friday. There is a 24-hour Dial-A-Nurse (979-458-8379) and Ambulance service (979-845-1525) available 24 hours a day except during official university holidays. These services are available to students who have paid the health service fee. The services include outpatient general medicine, preventative medicine, women's clinic, asthma clinic, ambulance service, health education, medical laboratory, pharmacy, physical therapy, and radiology.

Student Health Insurance - All registered and enrolled TAMU students are eligible to enroll in this insurance plan. International students are required to maintain approved comprehensive health insurance coverage while enrolled and in residence at TAMU. Eligible students may also insure their dependents with his coverage.

If your assistantship or fellowships includes insurance coverage, you will be given information to aid in your choice of insurance providers. If insurance coverage is not included in your financial package, the Student Health Insurance office can assist in locating the best available coverage for yourself and your dependents.

Student Activities - There are many ways to be involved on campus outside the classroom. While most are for undergraduates, there are many opportunities for graduate students. Information can be found on their website: <https://studentactivities.tamu.edu/>.

Children's Center - 979-458-5437 - an on campus child care center, call for more detailed information.

Counseling & Psychological Services -979-845-4427 - works with students to help them explore and understand their thoughts and feelings, understand their situations, and help them work toward solutions to troubling issues in their life.

Alcohol and Drug Education/Counseling - 979-845-4427 - provides educational information regarding alcohol and drug use and abuse in the campus community.

Off-Campus student services - <https://aggierearch.tamu.edu/> - helps students/staff find housing, roommates, and information about living in College Station.

Student Affairs - 979-845-3111 - is designed to help you fully participate in the university experience. Information, services and programs include housing vacancy listings, Women's Resource Center, LGBTQ+ Pride center, Off-Campus Student Center and more. For more information, go to: <http://studentlife.tamu.edu> .

International Student and Scholar Services - 979-845-1824 - provides counseling and information in the areas of immigration and employment, financial problems, medical insurance, adjustment and tax issues. The International Student Association provides social, recreational, and intellectual services for all nationalities.

Multicultural Student Services - 979-862-2000 - provides services and programs for African American, Asian American, Hispanic and Native American students to help them succeed academically and personally.

Women's Resource Center - 979-845-8784 - provides support for and raises awareness of issues affecting women.

LGBTQ+ Pride Center - 979-862-8920 - works to foster a safer and more nurturing campus environment by educational resources which deal with these issues.

Disability Resources - 979-845-1637 - provides services and accommodation for students with documented disabilities such as mobility, hearing, visual impairments, learning, and psychological disorders.

Food Services

The various dining options and menus on campus are as diverse as the student body. For more detailed information, go to <http://dineoncampus.com/tamu> or call 979-845-0152 for meal plan information.

Recreation Center

The Department of Recreational Sports offers a variety of activities to promote healthy lifestyles for all students. Visit reconnect.tamu.edu for a complete listing of activities with times and schedules of events.