

# 11.99.99.R0.10 Course Requirements for the Doctoral Degree

Revised August 14, 2023  
Next Scheduled Review: August 14, 2028



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## Procedure Summary

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The Graduate Council has established basic requirements that ensure the quality and validity of doctoral degrees awarded by Texas A&M University-Commerce.

This procedure documents the course requirements for a doctoral degree program.

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## Procedures and Responsibilities

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### 1 GENERAL

A minimum of 90 semester hours beyond the bachelor's degree or 60 semester hours beyond the master's degree is required for the doctoral degree. Graduate credit earned for research tools can be included in this requirement. A minimum of 45 hours of graduate credit must be earned from A&M-Commerce, excluding 718 hours.

### 2 MAJOR

All doctoral programs require a major of at least 36 semester hours, excluding dissertation hours (718); however, specific programs may require additional semester hours for a major. All courses applied toward the doctoral major must be designated as 500-level courses or higher. (Specific program requirements are listed under each departmental section of the Graduate Catalog.) Each doctoral student will be assigned a major advisor, that has graduate faculty status, and the assignment of the major advisor rests with the Department Head.

### 3 MINOR

Students selecting the 60-hour degree option are not required to have a minor. All 90-hour doctoral programs, except the Counseling, English, and Educational Psychology programs, require a minor of at least 30 semester hours (see the Graduate Catalog in reference to these programs). All courses applied toward the doctoral minor must be designated as 500-level courses or higher. The minor requirement can be fulfilled by one of the following options:

- 3.1 A comprehensive minor with all course work in one academic area. A minor advisor will be assigned by the minor Department Head. The minor advisor will determine the courses to be taken with approval from the minor Department Head and will be involved in evaluating the written and oral qualifying examinations. Transfer courses applied toward a minor must be in an academic area taught at A&M-Commerce.
- 3.2 A split minor in two academic areas with at least four courses in each area (6-4 or 5-5 format). Minor advisors will be assigned by both minor Department Heads. The minor advisors will determine the courses to be taken, and will be involved in the written and oral qualifying examinations. Transfer courses applied toward a minor must be in an academic area taught at A&M-Commerce.

#### 4 RESEARCH TOOLS

Candidates for the doctoral degree must possess the necessary proficiency in the use of the research skills necessary to successfully complete the doctoral dissertation. These requirements are minimum requirements. A department may require additional research tool courses either for all of their students or as a requirement for an individual student based upon the student's need.

- 4.1 Research tools requirements for doctoral degrees in the College of Education and Human Services can be met by successfully completing required course work.
  - 4.1.1 The Doctor of Education (Ed.D.) requires 12 hours of prescribed course work.
  - 4.1.2 The Doctor of Philosophy (Ph.D.) requires 15 hours of prescribed course work.
  - 4.1.3 Courses must be completed with a grade of B or better.
  - 4.1.4 Only doctoral research tools courses, approved in advance of their offering, by the Graduate Council, can be used to satisfy these requirements.
  - 4.1.5 These course requirements cannot be met through individual studies courses (689 or 589).
- 4.2 The research tools requirement for the Doctor of Philosophy (Ph.D.) in English can be met with any of the following options:
  - 4.2.1 Twelve semester hours of college-level classes in one foreign language, as verified by official transcript, or
  - 4.2.2 Successful completion of a foreign language reading exam, as assessed by department faculty with written verification sent to the Graduate School, or

- 4.2.3 Verified native or near-native competence in a second language, as assessed by department faculty with written verification sent to the Graduate School, or
- 4.2.4 Completion of any four of the following courses, with a grade of B or above: ENG 501, ENG 520, ENG 599, ENG 613, ENG 686, ENG 710, ENG 780, PSY 612.
- 4.3 Research tools courses must include bibliographic research skills, so that candidates are able to find, evaluate, use, and communicate information in all its various formats.
- 4.4 Students will not be admitted to doctoral candidacy until the research tools requirement has been met.

## 5 CANDIDACY

After the qualifying comprehensive examination and all research tools courses have been satisfactorily completed and all requirements have been verified by the Graduate School, the student will be admitted to doctoral candidacy. Notification of admission to candidacy will be made by the Dean of the Graduate School.

## 6 DISSERTATION CREDIT

Dissertation courses (718) are required for all doctoral programs. Credit will be given for no less than nine semester hours and no more than twelve semester hours of dissertation.

- 6.1 After doctoral candidates are admitted to candidacy, they will be required to enroll in at least three hours of Dissertation 718 each fall and spring semester until the dissertation is completed and approved by the advisory committee and Dean of the Graduate School.
- 6.2 Doctoral candidates will not be required to enroll during the summer term, unless the candidates:
  - 6.2.1 Will be defending their proposal or final document,
  - 6.2.2 Will be submitting their proposal or final document to the Graduate School for review and approval, or
- 6.3 Using the counsel and advice of the major advisor and university facilities, such as the library.
- 6.4 Students who fail to enroll in Dissertation (718) courses during a fall or spring semester after admission to candidacy will be prohibited from further enrollment until the tuition has been collected for those semesters of non-enrollment.

6.5 Individual departments may impose additional course requirements beyond those required by the Graduate School.

## 7 TRANSFER OF CREDIT AND EXPERIENTIAL CREDIT

7.1 Credit for work taken in other graduate schools is granted in accordance with an evaluation by the Graduate School and upon approval by the student's advisory committee and the Dean of the Graduate School; however, under no circumstances will a course with a grade lower than "B" be transferred.

7.2 Transfer course content must be in academic areas taught by A&M-Commerce.

7.3 While there are no limitations on the number of hours that can be transferred, a minimum of forty-five hours of graduate credit must be earned from A&M-Commerce.

7.4 Awarding of experiential credit will be based solely on experiential learning that is part of an official agreement, if any, between the University and another national, state, or regionally accredited institution or certifying agency.

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## Related Statutes, Policies, or Requirements

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[University Procedure \*11.99.99.R0.15 Time Limitations for Graduate Programs\*](#)

[University Procedure \*11.99.99.R0.18 Graduate Level Courses by Independent Study\*](#)

University Procedure *11.99.99.R0.13 Examinations of Graduate Degrees*

University Procedure *11.09.99.R0.17 Residency Requirements for Graduate Degrees*

University Procedure *11.99.99.R0.19 Doctoral Dissertations and Committees*

Suspends University Procedure *11.04.99.R0.14 Course Requirements for the Doctoral Degree*

Suspends University Procedure *11.04.99.R0.24 Continuous Enrollment in Dissertation 718*

Suspends University Procedure *11.99.99.R0.11 Doctoral Research Tools*

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## Revision History

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Approved April 11, 2016

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## Contact Office

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