

13.99.99.R0.38 Graduate Student Course Load

Approved December 1, 2014
Revised March 1, 2024
Next Scheduled Review: March 1, 2029



Procedure Summary

For reporting purposes and to conform to commonly accepted standards and practices for degree programs, Texas A&M University-Commerce has determined the course load for graduate students.

This procedure outlines the course load for graduate students and graduate assistants.

Procedures and Responsibilities

1 GRADUATE STUDENT

- 1.1 Fall or spring semester: the maximum load for a full-time graduate student is 15 semester credit hours. Any exception must be approved by the Dean of the Graduate School. A student taking 9 or more semester credit hours is considered full-time.
- 1.2 For fall or spring sub-term courses, students may request a maximum of one additional semester credit hour over the number of weeks of the sub-term.
- 1.3 Summer semester (combination of Summer I and II term): the maximum load for a full-time graduate student for each summer term is 7 semester credit hours. A student taking 6 semester credit hours in one summer term (summer I or II) is considered full-time for that term. A student taking 9 semester credit hours (combination of Summer I and II terms) is considered full-time for the entire summer semester.
- 1.4 The maximum course load for a mini-term is 3 semester credit hours.

2 GRADUATE ASSISTANT

- 2.1 Full-time and half-time course load requirements for graduate assistants are listed below and the summer I and summer II terms are considered one semester.
- 2.2 Full-time assistants working in the fall/spring semesters requires a minimum of 6 graduate semester credit hours.
- 2.3 Full-time assistants working in the summer I and summer II semester require a minimum of 6 graduate semester credit hours in the summer semester.

2.4 Half-time assistants working in the fall/spring/summer semesters requires a minimum of 3 graduate semester credit hours

2.5 GAT and GAR Tuition Remission Course Load Requirements

2.5.1 Fall/Spring Semesters

GATs and GARs must be enrolled in a minimum of 6 graduate semester credit hours per semester to receive tuition remission for each fall or spring semester

2.5.2 Summer I, Summer II or combined Summer I and II Terms

GATs and GARs must be enrolled in a minimum of 6 graduate semester credit hours in the summer semester to receive tuition remission.

2.6 Graduate Assistants enrolled in a course numbered 518 or 718

2.6.1 Master's and specialist students who have completed all other course work and are enrolled in 3 semester credit hours of *518 Thesis* are eligible for a full-time graduate assistantship.

2.6.2 Doctoral students admitted to candidacy and who are enrolled in 3 semester credit hours of *718 Dissertation* are eligible for a full-time graduate assistantship.

3 DOCTORAL STUDENT

A doctoral student admitted to candidacy and enrolled in 3 semester credit hours of *718 Dissertation* is considered half-time.

4 MASTER'S/SPECIALIST STUDENTS

A Master's/specialist student who has completed all other course work and is enrolled in 3 semester credit hours of *518 Thesis* is considered a half-time student.

Related Statutes, Policies, or Requirements

University Procedure [11.99.99.R0.22 Undergraduate Seniors Taking Graduate Courses for Credit](#)

University Procedure [33.99.08.R0.03 Graduate Assistantships](#)

Suspends University Procedure *11.04.99.R0.19 Graduate Student Course Load*

Contact Office

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