Graduate study in economics leads to the degrees of Master of Science and Doctor of Philosophy. The graduate program develops theoretical and quantitative skills in economic theory and in applying economic theory to analyze a broad range of contemporary policy issues in order to prepare students for careers in teaching, research, business and government.

Both M.S. and Ph.D. degrees are offered. This document will describe policies and procedures for our Ph.D. program. For our M.S. Program in Financial Economics and Econometrics, please consult our separate document, Graduate Program Policies and Procedures: M.S. Program.

It is not necessary to have a master’s degree before beginning the doctoral program. Students applying to the doctoral program in economics would ideally present undergraduate credits in economics as well as substantial coursework in mathematics and statistics. An undergraduate major in economics is not necessary. The department has no foreign language requirement for a graduate degree in economics.

I. Specific Requirements for Ph.D. Degrees

A. Graduate credit requirements
The Ph.D. degree requires a total of 96 semester hours of graduate credits for students without an MS or MA degree, or 64 hours of graduate credit for students with an MS or MA degree in those cases where the Department deems that the work done for those degrees is a suitable substitute for courses taken in the Department.

B. Core Course requirements
All Ph.D. students are required to complete the core courses in macroeconomics, microeconomics, and econometrics. The core courses are Economics 636 and 646 (Macroeconomic Theory 1 & 2), Economics 629 and 630 (Microeconomic Theory 1 & 2), and Econometrics 675 and 676 (Econometrics 1 & 2). In rare cases the Director of Graduate Programs in Economics may waive this requirement due to equivalent prior study in other graduate programs. Students should note that the material covered in these core courses forms the basis for the departmental Qualifying Examinations in economic theory and econometrics.

C. Qualifying Exams.
All Ph.D. students are required to take the department’s written Qualifying Examination in Microeconomic Theory, Macroeconomic Theory, and Econometrics. These exams are given in the summer following the first two semesters of the program, and students typically receive two chances to pass the three separate exams. The structure of these exams is described in more detail later in this document. Old Exams are available on the department server at I:\Old Qualifying Exams.

D. Field Courses and Field Requirements
1. All students must demonstrate mastery of two elective field areas, and must take a total of 6 field courses from the Department of Economics. Each field consists of two courses. The list of fields currently offered by the department is listed later in this document. Mastery in each elective field of concentration in the Department of Economics is demonstrated by completion
of coursework requirements for that field with grades of B or higher.

2. One of the elective fields must be selected as the student’s major field. Students must submit their choice of major field to Director of Graduate Programs in Economics before April 1 of their second year of study. Students must take a written field examination immediately following the completion of the sequence of the major field courses. However, the field committees may, at their option, waive the written field exam requirement for students who earn a grade of A in both courses in the major field. Field exams will be offered in June, and any student who fails the exam will be allowed a second attempt in the following January. Students who fail in both attempts must choose a different major field.

E. Advisory Committee
1. Creating the Committee
   Students form an Advisory Committee that contains (at least) 4 members of the graduate faculty. The chair (or if the committee has co-chairs, at least one of the co-chairs) must be from the Department of Economics. At least one committee member must be from outside the Department of Economics. Details regarding the process for filing Advisory Committee forms are available in the Economics Department Graduate Studies Office.

2. Program of Study -- Degree Plan
   Students consult with their Advisory Committee to create an official Degree Plan. This document lists all the classes the student will complete in order to obtain the desired degree. Details regarding the process for filing the Degree Plan forms are available in the Economics Department Graduate Studies Office or online on the Office of Graduate Studies website. Students should typically file the Degree Plan before the end of their fifth semester of study, usually the Fall semester of their third year in the program. The Degree Plan must be approved by the student’s Advisory Committee.

F. Oral preliminary examination
1. University Rules
   The University requires an oral preliminary examination for all Ph.D. students. This exam is administered by the Advisory Committee. This exam must be given no earlier than a date at which the student is within approximately 6 credit hours of completion of the formal coursework on the degree plan (i.e., all course work on the degree plan except 685, 690 and 691) or no later than the end of the semester following the completion of formal coursework on the degree plan. In addition, the Office of Graduate Studies must receive preliminary examination results at least 14 weeks prior to the final oral examination date.

2. Departmental Policy
   The Economics Department requires students to form their Ph.D. Advisory Committee before the beginning of the Fall semester of their third year. Their main advisor must be from the major field they elected in the Spring semester of their second year. Further, the Department requires that students complete their Oral Preliminary Exam before the end of the Fall semester of their fourth year of study. While the exact nature of the preliminary oral examination depends on the Advisory Committee and the particular area of research, there are some general departmental guidelines. The purpose of the Oral Prelim is to rigorously test the student's knowledge of major, minor, and supporting subject areas relevant to the proposed dissertation topic, as well as the student's ability to analyze, organize, and present subject matter relevant to the field.

G. Research Proposal and Admission to Candidacy
1. Students must complete a Research Proposal that outlines the proposed dissertation research.
This should be completed after the Oral Preliminary Exam, and before the end of the Fall semester of their fourth year of study. This proposal must be approved by the Advisory Committee and submitted to the Office of Graduate Studies (OGS). The University requires it be submitted at least 15 working days before the Request for the Final Examination.

2. Students are admitted to Candidacy by OGS when they have completed the following requirements:
   - complete all formal course work on the Degree Plan except 690 or 691 hours
   - earn a GPR of 3.0 or higher, and no grade lower than a C in courses on the Degree Plan
   - successfully complete the Preliminary Oral exam
   - submit an approved dissertation proposal
   - meet the University's residence requirements (see the University's Graduate Handbook)

H. Oral Final Exam and Defense of the Dissertation

The final oral examination requires prior approval by the OGS. Students should get the appropriate forms to be filed with the OGS from the Economics Department Graduate Studies Office and file them at least two weeks before the date of the examination. Students are expected to provide a copy of the dissertation to each member of the Advisory Committee at least two weeks before the final oral examination.

I. Other Requirements

1. Workshops
   Beginning with the Fall semester of the third year and extending through the fifth year, all Ph.D. students are expected to enroll in one of the 3-credit department workshops. Waivers due to conflicts with formal coursework should be brought to the attention of the Director of Graduate Programs. Workshops are typically held in the following areas:
   - Macro/Monetary/International, 690-601;
   - Econometrics, 690-602;
   - Applied Micro/Public/Labor, 690-603
   - Theory/Behavioral/Experimental Economics, 690-604

2. Job Market

   The department maintains and advertises a list of its graduate students who offer themselves for the job market. Students who wish to be listed in the department roster of job market candidates must have a credible job market paper approved by the chair of their Advisory Committee, and they must have presented their job market paper in a department workshop or student seminar. If the faculty determine that this presentation is unsatisfactory, the student must repeat the presentation until the student's Graduate Advisory Committee deems it satisfactory.

II. Qualifying Examinations

A. Purposes and Goals of the Examinations

   The purposes and goals of the written qualifying examinations are to help ensure that each student who receives a Ph.D. from the department is thoroughly trained in the basic core of macroeconomic theory, microeconomic theory, and econometrics. Qualifying examinations provide an incentive for students to review, absorb, and integrate the material covered in the core classes.

B. Administration of the Examinations

1. Scheduling of the Examinations
The examinations are administered during the summer session between the first and second years of the Ph.D. program. The first attempt of the microeconomics examination will be given on the last Friday in May in odd numbered calendar years and the Monday following the last Friday in May in even numbered calendar years. The first attempt of the macroeconomics examination will be given on the last Friday in May in even numbered calendar years and the Monday following the last Friday in May in odd numbered calendar years. The econometrics examination will be given on the Thursday following the last Friday in May.

The second attempt of the microeconomics examination will be given on the Monday four weeks before classes begin for the Fall semester in odd numbered calendar years and on the Friday four weeks before classes begin for the Fall semester in even numbered calendar years. The second attempt of the macroeconomics examination will be given on the Friday four weeks before classes begin for the fall semester in odd numbered calendar years and on the Monday four weeks before classes begin for the fall semester in even numbered calendar years. The econometrics examination will be given on the Wednesday four weeks before classes begin for the fall semester.

2. Form of the Examinations
   Each examination will be a 4-hour written examination (the hours of the examination being uniformly enforced).

C. Grading of the Examinations
   For the first attempt, each examination will be evaluated separately by the Examining Committee from that subject area, and a grade of "Pass with Distinction," "Pass," "Marginal Pass," "Marginal Fail," or "Fail" will be assigned. In no case will the results of the first round of examinations be returned later than June 30. Should June 30 fall on a weekend, results will be returned no later than the Friday preceding June 30.

   In no case will the results of the second round of the examinations be returned more than three weeks after the examination is given.

D. Other Requirements Related to Taking and Passing the Qualifying Examinations
   1. Students have two attempts to pass a qualifying examination in each subject. Students must take the examinations at the times outlined. There will be no additional attempts except as outlined in Section III, "Petition Process." Students who have failed to pass all three qualifying exams cannot continue in the Ph.D. program. They will be given the option of completing a Master’s degree or leaving the program with no degree. If a student chooses not to attempt a given examination at the time it is offered, the student will be given a failing grade on the examination.

   2. Students must be officially accepted into the Ph.D. program in order to take the Qualifying Examinations. Only the Director of Graduate Programs can waive this requirement.

E. The Examining Committee
   A Qualifying Exam committee will be appointed for each subject area (Macro, Micro, and Econometrics). These committees will typically consist of two or three members, and at least one shall be from the relevant theory teaching core. Each committee will be appointed by January 31 and will serve for one year. The members of these committees will be announced to the faculty and graduate students of Economics.

F. Material to be Covered in the Examinations
Questions on the qualifying examinations will cover the general subject matter of microeconomic and macroeconomic theory and econometrics appropriate for study by beginning Ph.D. students. The graduate courses (Economics 629, Economics 630, Economics 636, Economics 646, Econometrics 675 and Econometrics 676) will cover the majority of topics on this outline and the syllabi for these courses are a useful reference for the examinations. Old Exams are available on the department server – the Graduate Staff Assistant can provide the link. Students who for whatever reason are delayed in taking their Qualifying Examinations will be held responsible for any changes in the topic outline or course material that has occurred since they completed the relevant classes.

G. Petition Process

1. Students failing the Qualifying Exam on their second attempt may petition for a third attempt. The petition should be directed to the Director of Graduate Programs and contain an argument for why the student should be given a third chance to pass the Qualifying Examination, including reasons for failing previous attempts and reasons the third attempt will be successful.
2. Petitions will be considered at the sole discretion of the Director of Graduate Program and Department Head of Economics. Petitioners are not guaranteed a third attempt.
3. Third attempts, if granted, will be during first administration of qualifying exams in May or June of the following academic year. The exam may cover different material as core courses may differ somewhat from year to year.
4. Students failing the Qualifying Exam and granted a third attempt are not considered eligible for Department funding.
5. Students granted a third attempt may be required to repeat previously taken core courses, either for credit or by audit, at the discretion of the Director of Graduate Programs.

III. Normal Progress Guidelines

Students typically complete the Ph.D. degree program within five years, although some students manage to complete the program in four years. Normal progress guidelines are discussed in the following paragraphs.

A. Entry
The Ph.D. program begins in the fall semester of an academic year. The rare student who enters during the spring term will be officially entered into the Ph.D. program in the fall term of that calendar year, and will face the same requirements for normal progress as the Fall Ph.D. entrants of that year. Students are advised (and funded students are generally required) to take our August Fundamental Mathematics and Probability and Statistics preparatory courses, and all students are responsible for this material. Students are required to earn a B in these courses or demonstrate knowledge of the material by passing an examination.

B. First Year
Ph.D. students complete courses in microeconomic theory (Econ 629 and Econ 630), macroeconomic theory (Econ 636 and 646), and econometrics (Ecm 676 and Ecm 677) in the first year of the program. The normal load is three courses per semester. A student must take the microeconomics, macroeconomics, and econometrics qualifying examinations for the first time shortly following the Spring Semester of the first year. Should it be needed, the second attempt will
be completed in August preceding the second year. A student will complete at least 18 credits by the end of the first year in the program. Normal progress requires a cumulative grade point average of at least 3.0 in these courses.

In addition, all international students who are receiving department funding, or who wish to become eligible for funding in their second year, must obtain English Proficiency Certification. Students can do this by passing the required exams by December 31 of their first year. If they are not yet English Proficiency Certified as of December 31, they must take and pass courses through the English Language Institute in the spring semester of their first year. Any student who is not yet English Proficiency Certified as of January 15 and is not enrolled in the English Language Institute courses will lose department funding. In addition, any student who is not yet English Language Certified as of June 1 of the 1st year will lose department funding.

Additional information on English Proficiency Certification can be seen at http://ogs.tamu.edu/elp-portal/.

C. Second Year
Students should take a total of at least nine credits each semester of the second year. A student should complete at least one complete field by the end of the second year. In addition, students must take a total of six Department field courses and complete a total of two fields sometime during their second and third years. While most of these field courses should be taken in the second year, students whose prospective advisors instruct them to take courses in other departments in the second year may finish taking Department field courses in their third year. Normal progress requires a cumulative grade point average of at least 3.0 in all courses to this point. A major field should be named in the Spring of this year, the field exam requirements met, and the student should submit a Degree Plan including as major advisor a faculty member from their major field (as named in the Spring). This Degree Plan should be filed prior to beginning of the Fall semester of their third year.

D. Third Year
Ph.D. students fulfill any remaining field course requirements such that they have completed two fields (where each field is defined as a two-course sequence) and taken at least six field courses from the Department. Students spend most of their time on dissertation research. Students must register for one of the department workshops (Econ 690). If students are not taking other formal courses they should register for an appropriate number of research credits (Econ 691) so as to maintain a 9-credit load. Students must complete a paper of their original research and present it to the faculty at the end of the Spring semester of their third year. If the paper is deemed unacceptable then the student will be deemed to not be making normal progress. Additionally, a cumulative grade point average of at least 3.0 is required for normal progress.

E. Fourth Year
Ph.D. students should continue to register for one of the department workshops and for research credits, maintaining a 9-credit load each semester. Students should complete the Preliminary Oral Examination and file a Proposal with the Graduate School before the end of the Fall semester. Students must also complete a paper of their original research and present it to the faculty at the end of the Spring semester of their fourth year. If the paper is deemed unacceptable then the student will be deemed to not be making normal progress. Additionally, a cumulative grade point average of at least 3.0 is required for normal progress.
F. Fifth Year
Ph.D. students should continue to register for one of the department workshops and for research credits, maintaining a 9-credit load each semester. Students must have a job market paper completed and are expected to enter the job market. Additionally, a cumulative grade point average of at least 3.0 is required for normal progress.

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
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<tbody>
<tr>
<td>1st Year</td>
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<tr>
<td>Econ 629 Microeconomic Theory 1</td>
<td>Econ 630 Microeconomic Theory 2</td>
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<tr>
<td>Econ 636 Macroeconomic Theory 1</td>
<td>Econ 646 Macroeconomic Theory 2</td>
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<tr>
<td>Ecmt 675 Econometrics 1</td>
<td>Econ 676 Econometrics 2</td>
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<tr>
<td>Three courses (at least two from a department-approved field course sequence.)</td>
<td>Qualifying Exams in Spring and Summer</td>
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<td>2nd Year</td>
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<td>3rd Year</td>
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<td>Econ 690 Theory of Economic Research</td>
<td>Econ 690 Theory of Economic Research</td>
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<tr>
<td>(Workshop) (3 hours)</td>
<td>(Workshop) (3 hours)</td>
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<td>Econ 691 Research (6 hours)</td>
<td>Econ 691 Research (6 hours)</td>
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<td>Research progress evaluation/Presentation to Faculty</td>
<td>Research progress evaluation/Presentation to Faculty</td>
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<td>4th Year</td>
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<td>Econ 690 Theory of Economic Research</td>
<td>Econ 690 Theory of Economic Research</td>
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<td>(Workshop) (3 hours)</td>
<td>(Workshop) (3 hours)</td>
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<tr>
<td>Econ 691 Research (6 hours)</td>
<td>Econ 691 Research (6 hours)</td>
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<tr>
<td>Complete Preliminary Oral Exam.</td>
<td>Research progress evaluation/Presentation to Faculty</td>
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<tr>
<td>File Dissertation Proposal with the Graduate School.</td>
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<td>5th Year</td>
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<td>Econ 690 Theory of Economic Research</td>
<td>Econ 690 Theory of Economic Research</td>
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<td>(Workshop) (3 hours)</td>
<td>(Workshop) (3 hours)</td>
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<tr>
<td>Econ 691 Research (6 hours)</td>
<td>Econ 691 Research (6 hours)</td>
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<tr>
<td>Job market paper</td>
<td>Defense of Dissertation</td>
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</tbody>
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SAMPLE PROGRAM LEADING TO THE PH.D. DEGREE

1st Year Summer (August)
- Fundamental Mathematics
- Probability and Statistics
Fields of Concentration and Field Courses

I. Econometrics
   Required:   Econ 677   Applied MicroEconometrics
               Econ 678   Nonparametric Econometrics
               Econ 679   Time Series Econometrics

II. Behavioral and Experimental Economics
   Required:   Econ 655   Experimental Economics
               Econ 659   Behavioral Game Theory

III. Labor Economics
     Required:   Econ 609   Labor Economics I
               Econ 610   Labor Economics II

IV. Industrial Organization and Economics of Organization
    Required:   Econ 649   Industrial Organization I
               Econ 650   Industrial Organization II

V. International Economics
    Required:   Econ 651   International Economic Policy
               Econ 652   International Trade Theory

VI. Advanced Macroeconomics
    Required:   Econ 635   Advanced Macroeconomics I
               Econ 637   Advanced Macroeconomics 2

VII. Public Economics
     Required:   Econ 603   Public Economics I
               Econ 604   Public Economics II

VIII. Advanced Theory
     Required:   Econ 631   Advanced Theory 1
                 Econ 689   Advanced Theory 2

IX. General Broadening
     Econ 689   Methods in Applied Microeconomics
IV. Funding

Admission to the graduate program does not automatically include financial support. Students can apply for various fellowships and assistantships. Students who obtain university support for their graduate education in the form of teaching or research assistantships receive direct and indirect benefits from the university. The most important indirect benefit is the tuition waiver. Continuation of past funding is always contingent on availability of funds and students’ performance in the program.

A. M.S. Students

Students initially admitted to the M.S. program do not normally receive funding as teaching or research assistants.

B. Ph.D. Students

1. Students are eligible for financial support if they are in good standing with the department. To be in good standing, the student must maintain a 3.29 GPR or higher, satisfactorily perform in assigned duties as an assistant, and must progress normally toward the degree. Normal progress guidelines are discussed in a preceding section.

2. The requirements listed in (1) above are minimum requirements; it is not guaranteed that all students who meet the above criteria will be funded. Failure to remain in good standing will result in the loss of financial support for at least one semester. When a student returns to good standing, the department will consider restoring funding, but it is not guaranteed.

3. Students may appeal to the Director of Graduate Programs for a waiver or postponement of the requirements in (1) above. The Director of Graduate Programs will make a decision in consultation with the Head of the Department on the merits of the particular case.

4. Students beyond their fifth year will not be funded under normal circumstances. The exceptions are when the Department is in need of teaching assistance or other special needs, or when a faculty member offers a research assistantship from his/her grants or other non-departmental assistantship funds. For the purpose of this rule, students who start the Ph.D. program in the spring semester will be treated the same as students who start in the previous fall semester.

C. Duties:

1. Most funded students will be either teaching assistants or research assistants. Work schedules will be arranged with a faculty supervisor. Students are expected to work 20 hours per week throughout the semester including the final examination weeks and the submission of final grades for each semester. The only exception is during official University holidays. Adequate performance in the assigned work is necessary for continued support; students performing poorly may lose their assistantship. Students assigned to the Tutoring Lab must work as scheduled or find a replacement. No exceptions!

2. Graduate students are sometimes assigned as instructors. In addition to designing and executing the course, they must hold at least three hours of office hours each week throughout the entire semester.

D. Registration Requirements and Tuition Waivers

1. Minimum Credit Hours

Students on an assistantship of any kind must enroll for at least 9 credit hours during the Fall or Spring semesters. Students on assistantship of any kind in the summer must enroll for 3 credit hours during each five week summer session or 6 credit hours for the ten week summer session. Fellowships and scholarships may have different minimum registration requirements. When in doubt check with the Department’s Graduate Office. Remember: If you are getting
paid, you must be enrolled for the minimum hours required.

2. Tuition Waivers
Out-of-state tuition waivers are issued separately for each semester and each summer session. If you receive an assistantship or fellowship that carries a waiver of out-of-state tuition, please see the Graduate Studies Office Associate, who will process the waiver electronically.

V. Miscellaneous
A. Departmental Office Space
Students funded by the Department will typically receive office space. Office space should be kept neat and clean. Bicycles should not be parked inside buildings or in offices. Each summer is a difficult time because of the reallocation of office space required by the arrival of new graduate students and faculty members, and students are expected to cooperate in the moving process. Students who will be out of town during the summer months should pack their belongings in labeled boxes so these can be moved as necessary when new occupants arrive.

B. Computers and Printers
Computers and printers are available in the Department's Computer Lab. Each student receives a printing allotment. Those teaching in any given semester will be provided an additional allotment, typically an additional 200 pages. Students may obtain additional pages for their printing quota if the chair of their Advisory Committee or the Director of Graduate Programs provides a letter supporting this request to the IT staff.

Students with school work (homework, research, teaching) have a higher priority than internet or e-mail users, and students with a lower priority should yield as necessary to students with a higher priority.

C. Address/phone number/email address
Each student is required to furnish the department with a current phone number, street address and email address in case of an emergency and for routine announcements. The email address must be a university email address (i.e., not hotmail, gmail, yahoo, etc). Please keep this information current -- let the department staff know if there is any change. Finally, students leaving town for 1 week or more should let the department staff know of your absence, how you can be reached, and when you expect to return.

D. Mail Room/Email Account
Students will be provided a Department mail box, and must obtain at least one University email address. Students are responsible for information conveyed to them via their Department mail box and their University email account(s). The Department considers a note left in your mailbox or an email to your University email account to be official notification to you.

E. Travel
The department encourages Ph.D. students to travel to conferences to present their research. Students seeking reimbursement for travel expenses while on university business must do the following:

a) Request funding from the Graduate Director. Students are strongly encouraged to
requests: funding prior to submitting their paper to the conference, so that reimbursement possibilities are known prior to committing to the conference. However, all requests for reimbursements must be made prior to travel.

In the request, the student should state the name and location of the conference and whether he or she will be presenting a paper. In addition, the student must state how he or she is seeking non-departmental funding for travel reimbursement. University sources include the Graduate Student Council Travel Awards (http://gsc.tamu.edu/travelawards) and the Office of Graduate Studies (link).

b) File a travel and leave form in advance of any travel. These travel and leave requests must be approved by the Graduate Director. The university requires that these forms be submitted prior to any travel on university business for which one intends to request reimbursement.

Reimbursement decisions will be made based on the availability of funds, the type of student activity at the conference (e.g., presenting versus discussing versus attending), the quality of the conference, expected expenses, and the performance of the student in the graduate program. In addition, priority for reimbursement will be given to those who apply for and receive funding for travel from either the Graduate Student Council or the Office of Graduate Studies. Reimbursement commitments by the Department may be contingent on applying for funding from these two outside sources.

The University has many regulations regarding expenses that can be reimbursed, and students are responsible for making sure that any expenses incurred are eligible for reimbursement. In addition, CIRT registration is requested of graduate students (http://stuentaffairs.tamu.edu/CIRT/studenttravel). Student travel cannot occur to a country that has a travel advisory, see US State Department – Travel Advisories.

F. Dress Code
The Department recommends that teaching assistants exercise good judgment and dress nearly when acting as classroom instructor. Ties and similar formal attire are not required. However, teaching is a profession and teaching assistants should dress accordingly. The Department suggests ‘business casual’ attire. The Department believes the following attire is inappropriate for teaching assistants: tank tops, T-shirts, shorts, sweat pants, flip-flops, and bare feet. If you have questions in this context please feel free to discuss with the Director of Undergraduate Programs.

G. Miscellaneous Registration Information
(i) If you are graduating in August, you can register during the first or second summer session. If you are graduating in December and lack only your research hours, you do not have to register during the summer.
(ii) You do not have to register for the summer to satisfy continuous registration requirements. Continuation registration only applies to Fall and Spring semesters.
(iii) If your thesis/dissertation has been cleared by the Thesis Clerk prior to the beginning of the semester, you do not have to register. International students should check with ISS for any registration requirements that may affect their visa status.
(iv) To register for more than the maximum course load allowed i.e. 15 in Spring/Fall, 10 in the 10-week summer term, or 6 in each 5-week summer term, you will have to obtain approval.
from the Office of Graduate Studies by filing a petition.

More information on these and other rules and requirements can be found on the University’s website at: http://student-rules.tamu.edu/, or in the Graduate Catalog. Any other questions should be directed to the Graduate Program Office Associate in the department.

H. **Tutoring** - Each semester the department puts together a list of names of students who wish to tutor (see the graduate secretary if you are interested.) **However, under no circumstances shall an economics instructor, for a fee, tutor a student taking the same course the instructor is teaching.** For example, instructors in 202 are paid to teach 202 classes and hold office hours for 202 students. If 202 students need extra instruction they should be sent to the tutoring lab. If 202 students request private tutoring, then they should be directed to graduate students on the tutoring list who are not teaching 202.

IV. **Additional Funding Opportunities**

**Bradley Fellows Program** - The Bradley Fellows Program supports two outstanding 4th year Ph.D. students working on their dissertation research with a monthly stipend for 12 months. All third year Ph.D. students are encouraged to apply in the spring semester of their third year of study. The application will require submission of a cover letter, vita, research proposal along with a nomination letter from the student’s advisor. Applications are reviewed by a committee of faculty. This fellowship carries a waiver of out-of-state tuition for the recipient during the period of the award. The deadline for submission is March 31 of the applicants’ 3rd year.

**PERC Summer Fellowship** - PERC awards two to three fellowships to support outstanding 2nd year Ph.D. students doing research in the summer. Recipients are expected to spend two summer months on a project, produce a working paper and present a seminar. Recipients must be enrolled for at least one summer term. Students are required to submit a cover letter and brief research proposal. The deadline for submission is March 31 of the applicants’ 2nd year.

**Gail Frey Monson Memorial Scholarship** - The Monson Memorial Scholarship provides a one-time stipend (typically $500) to a fourth-year female Ph.D. student in the Department of Economics. Applicants must be full time graduate students in good standing in the Department of Economics, have been admitted to Ph.D. candidacy, and demonstrate good citizenship in the department. Applicants must submit the following materials to the Scholarship Committee: (a) a cover letter, (b) a copy of her vita, (c) a copy of her dissertation proposal, and (d) a letter from her main advisor concerning student’s eligibility and qualification for the award. Letters from other members of the student’s advisory committee are not required, but are encouraged. Deadline to apply is April 15 of the applicants’ 4th year.

**S. Charles Maurice Graduate Fellowship in Economics** - This fellowship is established by a generous gift from Niecee L. McKay, wife of late Professor S. Charles Maurice. This scholarship (typically $2,500) is awarded to a 4th year Ph.D. student in Economics. Submit a letter of nomination from the chair of the advisory committee, papers and other supporting materials by April 15 of your 4th year.
Awards:

*Outstanding Graduate Teaching Award* – The Department of Economics recognizes several graduate students for excellent teaching in the undergraduate program during the previous academic year.