



TEXAS A&M
UNIVERSITY

COLLEGE OF MARINE SCIENCES & MARITIME STUDIES



**DEPARTMENT OF MARITIME BUSINESS
ADMINISTRATION**

**GRADUATE STUDENT HANDBOOK
2025-2026**

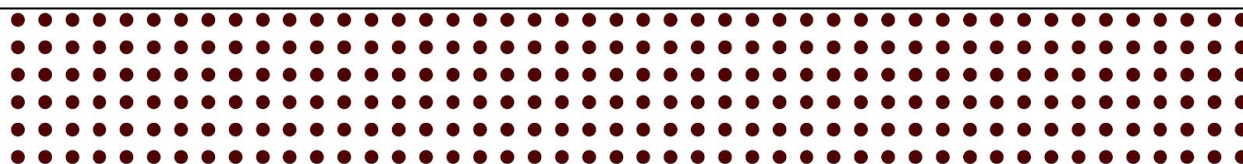
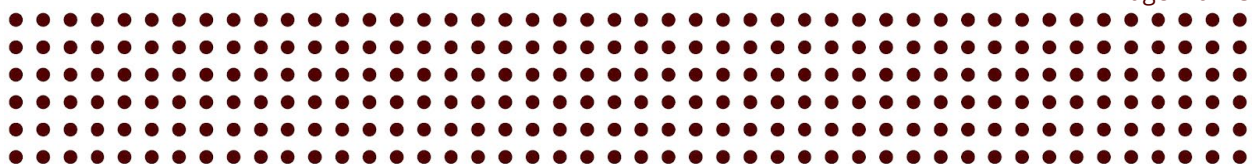


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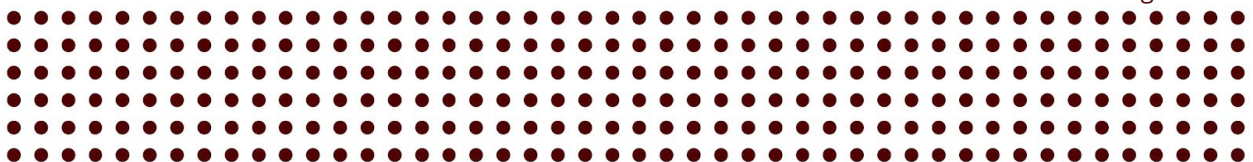


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A LITTLE HISTORY OF OUR BUILDING



The Sea Turtle Statue installed at the Classroom Laboratory Building (CLB) Entrance was a donation by several Maritime Studies (MAST) Department Members in support of a local project in Galveston called “Turtles About Town”, a community art project created by Turtle Island Restoration Network and Clay Cup Studios. You can read more about this project at <https://www.visitgalveston.com/blog/turtles-about-town/>



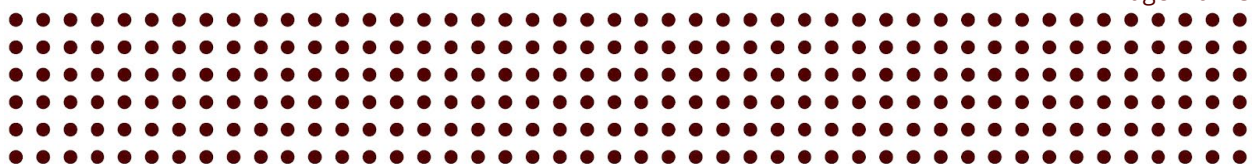
INTRODUCTION

We are excited that you are exploring a career path full of promise, popularity, and to strive for your academic excellence here with us at the Department of Maritime Business Administration (MARA) in the College of Marine Sciences and Maritime Studies at Texas A&M University at the Galveston campus (TAMUG). Our programs offer a unique combination of a business degree with a focus on Maritime Transportation and Logistics. We provide a solid ***foundation in business*** courses and a diversity of ***maritime-specific*** elective courses. Furthermore, our faculty team is composed of **world-class** researchers, professors, and industry members actively collaborating and contributing to research and workforce development in the maritime sector. Our faculty members are student-centric and work based on an open-door policy to advise and mentor you. We encourage you to take a detailed look at our faculty profile available on our home page (<https://www.tamug.edu/mara/faculty/index.html#Faculty>).

We also maintain close relationships with industry globally and locally within the Houston-Galveston area. The MARA Department is an academic member of several industry organizations, including AAPA (American Association of Port Authorities), IAPH (International Association of Ports and Harbors), and the GHPB (Great Houston Port Bureau), which assists us in helping our students advance in their career path in this vibrant industry, which is the Maritime Business.

Striving for academic excellence and industry engagement, the MARA department conducts regular meetings with its **Business Advisory Group**, a committee composed of maritime industry leaders and TAMU alumni, who give regular input and insights on curriculum and extracurricular activities, keeping our program up-to-date and relevant to the industry. Furthermore, MARA is an active member of the IAMU (International Association of Maritime Universities), which provides additional insights into Maritime Training and Education and supports applied research in the maritime business field.

Texas A&M University at Galveston is one of the first designated **Centers of Excellence (CoE) for Maritime Education and Training** by the U.S. Department of Transportation/MARAD and **the only one that is integrated with a Tier 1 University** (TAMU). Recently, the MARA Master program was also ranked the #1 in the country and #8 globally for its excellent achievements by EDUniversal. (see more at <https://www.best-masters.com/ranking-master-maritime-management.html>)

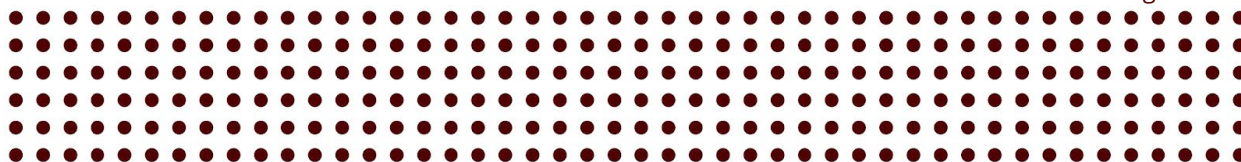


This handbook was developed for future and current master's students, and it contains a brief description of the graduate program procedures including admissions, program deadlines, advisory committee and degree plans, and common course offerings. The handbook is a supplementary document aimed at providing specific and useful program-related content. Additional policies and procedures for all **Texas A&M University Graduate and Professional School** can be found on their home page (<https://grad.tamu.edu/>) and additional Galveston Campus resources can be found at **Research & Graduate Studies (RGS)** page <https://www.tamug.edu/rgso/>

PROGRAM OFFERINGS




Master of Maritime Business Administration & Logistics

The Master in Maritime Business Administration & Logistics (MBAA) is a highly competitive program that provides students with the opportunity to elevate their learning and better prepare them for leadership roles within a steadily growing industry. The coursework is a culmination of experienced experts sharing the latest advances within the industry, with which our program is heavily connected. This is a 36-credit-hour program, divided into 21 credit hours of required courses and 15 credit hours of elective classes. The program offers several routes to completion, including in-person, online (synchronous or asynchronous), or hybrid. The MBAA is also offered as an on-campus **License Option (LO)** delivered in combination with the Texas A&M Maritime Academy (TAMMA) and the Department of Maritime Transportation (MART). Finally, the MBAA can also be taken as a **five-year combined undergraduate-graduate program**, offering a faster track, also known as **3+2 program**. MBAA candidates that have an interest in developing their research and additional academic skills may also consider taking the **Thesis Option offer**. For additional details on each of those tracks, please refer to our home page at <https://tamug.edu/mara/degrees/MMAL-Maritime-Administration-Logistics.html>

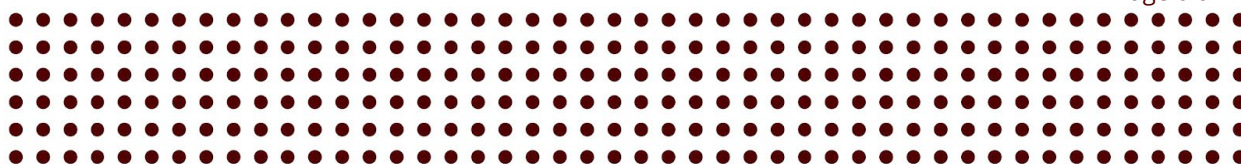


PROGRAM ORGANIZATION

The Master of Maritime Business Administration & Logistics (MBAA) program is located within the Maritime Business Administration Department. The MARA Department Head and the MARA Graduate Program Chair oversee the management of the graduate program, including curriculum, admissions, advising, and other related policies and procedural decisions. The programs also count on the support of the staff members at Research and Graduate Studies (RGS) and CALS (Center for Academic Learning Support) for additional assistance with advising, record-keeping, and registration.

 <p>Amulya Gurtu MARA Department Head & Professor E-mail: amulya.gurtu@tamu.edu Ph: +1 (409) 740.4441 Office: CLB suite 223</p>	 <p>Jean-Paul Rodrigue Professor, MARA Chair of Graduate Studies & MARA Graduate Academic Advisor Email: ecojpr@tamug.edu Ph: + 1 (409) 740-4978 Office: CLB suite 229</p>	 <p>Lana Polzin CALS Academic Advisor II MARA Academic Advisor for 3+2 Program <i>(Undergraduate courses only)</i> E-mail: lanapolzin@tamug.edu Ph: +1 (409) 740-4496 Office: CLB suite 221</p>
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TAMUG Research & Graduate Studies (RGS) - <https://www.tamug.edu/grad> RGS academic advisors are here to help you get the most out of your graduate school experience. Your advisor below can help you create a degree plan that meets your program requirements, connect you with campus resources, get you involved on campus, and stay current on upcoming graduate deadlines. We handle processes and procedures at the university level.





Holly Richards

Director of TAMUG Graduate Studies

Role: Advising all MARA Grad Students last name beginning with A-M

Texas A&M University at Galveston
P.O. Box 1675 | Galveston, TX 77553
Email: richardh@tamug.edu
Phone: +1 (409) 740-4957



Andrew Reitberger

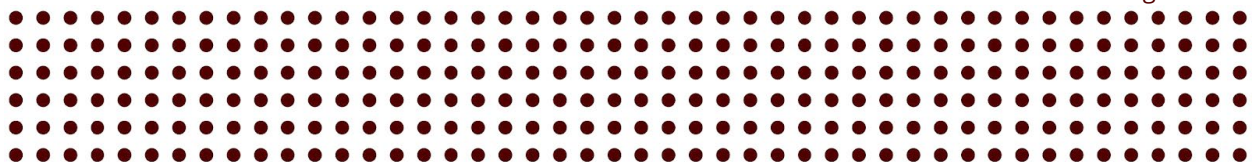
Assistant Director of TAMUG Graduate Studies

Role: Advising all MARA Grad Students last name beginning with N-Z

Texas A&M University at Galveston
P.O. Box 1675 | Galveston, TX 77553
Email: areitberger@tamug.edu
Phone: +1 (409) 740-4941

ADMISSIONS

In this session, you will find the main information regarding the application process and the admissions criteria for the MARA graduate programs. It is the applicant's responsibility to submit a completed application (including recommendations) by the TAMU due date. While MARA accepts applications on a year-round basis, admissions are based on the academic calendar. Applicants who have not completed their applications by the deadlines will not be considered by the MARA Admissions Committee. Please contact the Research & Graduate Studies team for options.



	<p>Kelsey Francis <i>Graduate Admissions Coordinator</i> <i>Role: Supports all MBAA applicants (except 3+2 students)</i> Texas A&M University at Galveston P.O. Box 1675 Galveston, TX 77553 Email: kfrancis@tamug.edu Phone: +1 (409) 740-4937</p>
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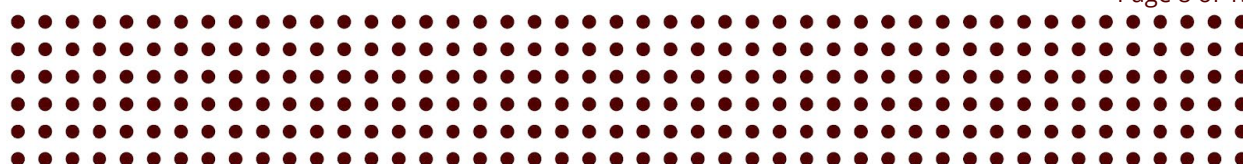
The **MARA Admissions Committee** is composed of five faculty members and is overseen by the MARA Department Head and **MARA Graduate Program Chair**. Each application is reviewed by all five committee members who decide on candidates' admittance based on the analysis of the application documents as described in the following sections.

Entry Term	Deadline to submit an application
Fall Semester	May 1
Spring Semester	October 1

Application to Master of Maritime Business Administration & Logistics (MBAA)

Students seeking admission to the MBAA program must apply through the GraduateCAS web portal, located at <https://www.tamug.edu/grad/Prospective-Students/Applying-to-TAMUG.html>. The following items are required for a successful application:

1. A GraduateCAS application.
2. A personal statement or narrative explaining your interest and reasons why you are applying to the MBAA program. Personal statement must be submitted through GraduateCAS application.
3. A professional resume, which must be uploaded to the GraduateCAS application.
4. Two letters of recommendation. Recommendations from previous academic experience are preferred, but recommendations from professional sources will also suffice. Letters of recommendation **must be dated and signed** and should be submitted electronically through the GraduateCAS application portal.



5. Unofficial transcripts of all previous academic work, including transcripts from foreign institutions (please allow extra time for review of transcripts from foreign institutions). Transcripts not in English will need to be translated.
6. Pay the application fee. Applicants must pay the required application fee of \$89 for domestic applicants or \$114 for international applicants. Only credit cards are accepted. Refunds will not be issued for any reason.
7. Citizens from non-English speaking countries are required to submit proof of English proficiency to be eligible for review.
<https://admissions.tamu.edu/apply/international/international-graduate> If you are unsure if you qualify as an international applicant, please see the TAMUG Graduate Studies - International Applicant page for information using this link <https://www.tamug.edu/grad/Prospective-Students/International-Applicants.html>

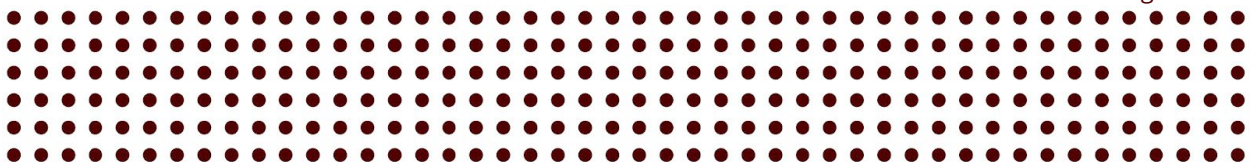
Additional Steps to Apply For License Option (MBAA-LO)

Students can elect the License Option, which entails completing the required coursework for a U.S. Coast Guard 3rd Mate deck or engine officer. This is conferred to a student when they have completed all their academic requirements (including summer sea terms), as well as successful completion of the U.S. Coast Guard 3rd Mate exam.

1. After the university application is submitted, applicants may submit an application for the Texas A&M Maritime Academy at this link <https://tamug.edu/corps/>
2. Submit the Texas A&M Maritime Academy application to the Office of Admissions via upload to the Applicant Information System (AIS), emailing it to admissions@tamug.edu or mailing it to:

**Texas A&M University of Galveston
Office of Admissions
P.O. Box 1675
Galveston, Texas 77553**

Additional information regarding the Texas A&M Maritime Academy is available at <https://tamug.edu/corps/>



Apply For the 3+2 Program

Current undergraduate students in the Bachelor of Science in Maritime Business Administration with a GPA of 3.0+ are eligible to apply for the 3+2 program. Applicants are expected to have completed approximately 90 hours prior to applying. Once accepted, students can take classes to complete the requirements to earn both a B.S. in Maritime Business Administration and a Master of Maritime Business Administration and Logistics. Only current Texas A&M University at Galveston students majoring in Maritime Business Administration are eligible to apply to the 3+2 Master of Maritime Business Administration and Logistics program using the application below. The 3+2 applications must be submitted to the Maritime Business Administration Department in CLB 221 to Lana Polzin, MARA Academic Advisor for 3+2 Program. For further questions, she can be reached by phone at +1 (409) 740-4496 or by email at lanapolzin@tamug.edu. Submission due dates are the same as for MBAA due dates.

Additional information at https://tamug.edu/mara/degrees/Maritime-Administration-3-2-Program.html#How_To_Apply

MARA GRADUATE CURRICULUM

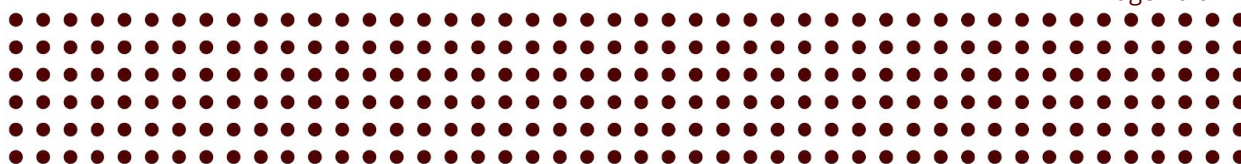
The curriculum of the graduate programs offered by the Maritime Business Administration Department is designed in alignment with the TAMUG Campus mission and vision, and it is updated on the recommendations of the MARA Graduate Curriculum Committee and TAMUG Graduate Instructional Committee, also considering the Campus Strategic orientation, industry relevance, and cutting-edge research findings in Maritime Education and Training. You can read more about the TAMUG Campus Strategic Plan at this link <https://www.tamug.edu/AcademicAffairs/StrategicPlan.html>

The MARA Graduate Curriculum is divided into 3 parts: pre-requisites or a foundational course; required courses; and elective courses.

Prerequisites Course *

MARA 689 Principles of Maritime Business

Students who do not have an undergraduate education (major or minor) in business must take **Principles of Maritime Business (MARA 689)** in their first semester.



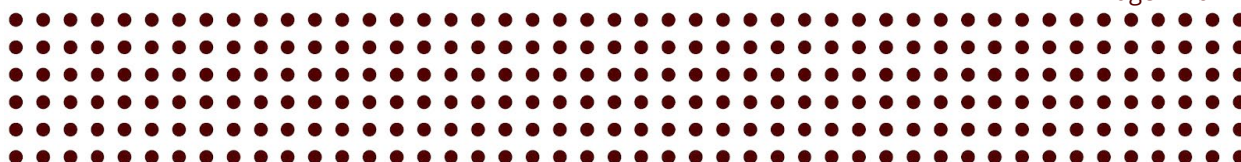
*Students who do not present proof of completion (on transcripts) of the pre-requisite courses or equivalencies at the application process will be required to complete this course as per MARA Admissions' Committee recommendations informed in the acceptance letter.

Required Courses (all of them are required to compose the 21 credit hours; course availability varies from semester to semester. Students are encouraged to enroll in the required courses as they become available in the fall and spring semesters)

- MARA 610** Maritime Strategic Management (offered Spring)
- MARA 612** Strategic Human Resources Management (offered Fall)
- MARA 623** Maritime Economics Theory and Applications (offered Spring)
- MARA 625** Maritime Law & Policy (offered Fall)
- MARA 627** Marketing of Maritime Services (offered Fall)
- MARA 641** Maritime Financial Management (offered Spring)
- MARA 664** Maritime Production, Operations & Logistics Management (offered Spring)

Elective Courses (A minimum of 5 courses are required to compose 15 Credit hours, course availability varies from year to year).

- MARA 604** Marine Natural Resources Economics
- MARA 616** Port, Terminal and Harbor Management
- MARA 624** Port Development and Intermodal Freight
- MARA 636** Maritime Managerial Decision Making
- MARA 640** Global Supply Chain and Logistics Management
- MARA 645** Maritime Cyber Security
- MARA 650** Supply Chain Management
- MARA 660** Risk Assessment and Marine Insurance
- MARA 665** Maritime Business Analytics
- MARA 670** Coastal and Inland Waterways Transportation
- MARA 672** Global Maritime Trading System
- MARA 673** Study Abroad
- MARA 675** Leadership in Maritime Industry
- MARA 678** Service Operations Management
- MARA 684** Internship Maritime Industry
- MARA 685** Directed Studies
- MARA 689** Principles of Maritime Business



Master of Maritime Business Administration & Logistics

The Master of Maritime Business Administration consists of 36 credit hours of coursework, divided into 21 credit hours of 7 required courses, offered in Spring and Fall on a rotation basis; and 15 credit hours of a variety of elective courses also offered in Spring and Fall. It is important to note that not all elective courses will be offered in the same academic year, as elective course offerings vary each semester according to faculty availability.

POLICIES

MBAA Degree Plan

The degree plan formally declares membership in the degree. It outlines the specific courses that students are required to complete as part of the MBAA program. The student shall start the degree plan with the assistance of the incoming Advisor at RGS and in consultation with the **MARA Graduate Advisor**, will develop a degree program no later than the end of the second semester. If the degree plan is not formed by the end of the second semester, then the student will be blocked from registering for courses until the degree plan is submitted.

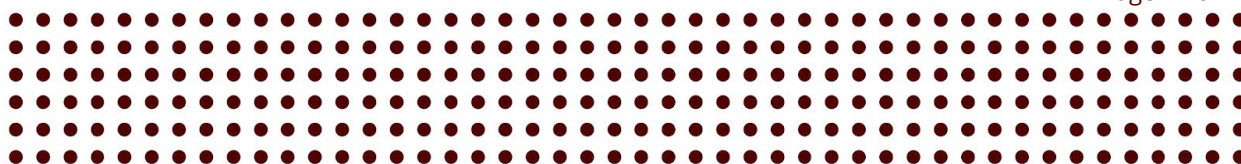
Postbaccalaureate undergraduate and graduate non-degree seeking students may take a maximum of 12 hours of graduate Maritime Business Administration courses. Once 12 hours have been completed, students must apply and be admitted to the MBAA program to continue taking coursework. The Research and Graduate Studies will place registration holds until admission to the MBAA program has been approved.

MBAA Research Proposal (thesis-option track only)

The research proposal will be developed by the student and approved by their Student Advisory committee no later than the end of the third long semester.

MBAA Research Thesis Defense and Submission of the Thesis (thesis-option track only)

Students in the thesis-option track will develop a written thesis and present that work to the community in the form of an oral defense.



Academic Standards

Students are expected to maintain a minimum GPA and make steady progress toward their degree. To remain in good standing within the program, students must maintain a minimum 3.0 GPA cumulatively and on their degree plan. Students will not be able to register until their GPA is improved. If you earn a D, F, or U on any course in your degree plan, you must retake the course and earn at least a C or remove the course, only if it is an elective, from your degree plan.

ABOUT OUR CAMPUS AND COMMUNITY

Driving The Blue Economy

Texas A&M University at Galveston is leading the development of the blue economy in the Gulf of Mexico through education, innovation, discovery, scholarship and service. We focus on the economic, social, political and ecological vitality of our oceans and surrounding ecosystems to improve our understanding, stewardship and sustainability of our coasts and ocean resources. We engage in scholarships and research that helps protect our coastal communities and conserve our marine life and oceans. We are discovering smart shipping and safe port solutions and contributing to an inclusive ecosystem with improved livelihoods and future jobs.

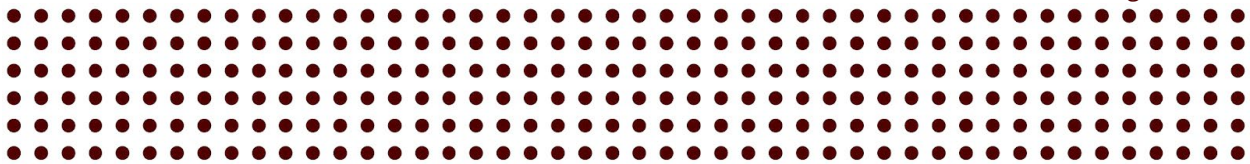
As Texas's premier marine and maritime public institution of higher education, we serve the state and nation by providing excellence in education and training for the next generation of marine and maritime professionals.

The MARA Department is housed in the CLB building at TAMUG Campus, Building #3007, Suite 221. You can find more resources of our Campus Map and Directions using this link (<https://www.tamug.edu/directions.html>) or following the address details below.

Physical Address: 200 Seawolf Parkway, Galveston, TX 77554	MARA office (front desk) phone: +1 (409) 740 4903 or +1 (409) 740 4474
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One University

We are the island campus of Texas A&M University, located 148 miles southeast of College Station in Galveston, TX, where that fabled Aggie Spirit is as tangible as the sea breeze. Our students are Aggies by the Sea who receive a diploma from Texas A&M and their Aggie ring



from the Association of Former Students. With our marine and maritime specialization, the Galveston Campus is critical to our land, sea, and space-grant mission.

We have a rich history that began with the creation of the Texas A&M Maritime Academy in 1962 and remains the only maritime academy in the Gulf Coast region. We have since grown to become the specialized marine and maritime branch campus of Texas A&M, offering nearly 20-degree programs that prepare our graduates to drive the blue economy around the world.

The Texas A&M Maritime Academy, one of six state maritime academies in the nation, trains cadets for maritime service and employment worldwide. Cadets earn their professional U.S. Coast Guard license to serve on ocean-going and inland vessels that support the blue economy or our national security by commissioning for service in the U.S. Navy.

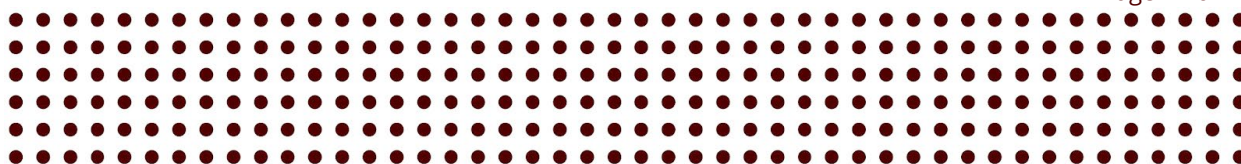
Accreditation

As a branch campus of Texas A&M University, the Galveston Campus is included in Texas A&M's accreditation by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award baccalaureate, masters, doctorate and professional levels. Questions about the accreditation of Texas A&M University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

Additional Resources

We would like to encourage you to look at additional TAMUG Campus resources available through some of the main resources on campus:

- The TAMUG Jack K. Williams Library, including off-campus/remote access (<https://www.tamug.edu/library/>)
- The Information and Technology Services (<https://www.tamug.edu/it/>)
- The Division of Student Affairs (<https://www.tamug.edu/studentaffairs/>)
- TAMUG CALS (Center for Academic Learning Support <https://www.tamug.edu/cals/>)



APPENDIX

How to Howdy

If you are brand new to the TAMU system, the HOWDY portal is key to electronically access and connect to university records and resources. The Howdy web portal includes links to many web-based services with just one login.

See more at <https://it.tamu.edu/services/academics-and-research/student-information-systems/howdy/>

Snapshot of the Services offered:

Student Life	Academics	Assistive Services
Student Affairs	Student Rules	Counseling Services
Student Activities	Aggie Code of Honor	Career Services
Campus Recreation	University Catalog	Students with Disabilities
Student Intercultural Learning & Engagement	Research & Graduate Studies	Accessibility
Campus Living & Learning	Library	Information Technology
Office of Community Standards	Writing Lab	Financial Information
Commencement	Center for Academic Learning	TAMUG Financial Aid
Calendar	Support	Registration & Records
The Nautilus	Tutoring	
Student Organization Awards	Honors Program	
Off-Campus Resources		

