

PLEASE TYPE

**PROGRAM OF STUDY FOR THE M.S. DEGREE
MECHANICAL AND AEROSPACE ENGINEERING**

Name _____

Date _____

Please read the guidelines on the next page.

MAJOR FIELD _____

Thesis Plan

Comprehensive Exam Plan

Preliminary Exam Plan

Date of Planned Completion: _____

Graduate-level courses (200-series and 598)

[MM/DD/YYYY]

Upper-division courses (100-series)

Remedial courses (do not count toward degree credit)

Signature of Student's Adviser

Signature of Departmental Graduate Adviser or Department Chairman

GUIDELINES FOR M.S. PROGRAM OF STUDY

UNIVERSITY REQUIREMENTS

All M.S. students must take at least 9 courses. At least 5 courses must be graduate-level courses. A GPA of 3.00 is required both overall and in the **200-level courses**.

If you are on the **Comprehensive Examination Plan**, you must have at least five 200-series courses. The remaining four may be upper-division undergraduate courses (100-series). Lower-division courses, School of Engineering core courses, and Individual Study courses (596 or 597A) do not apply toward the degree requirements.

If you are on the **Thesis Plan**, you need at least four 200-series courses. The fifth graduate-level course may be Thesis Preparation Individual Study, course 598 (4 units). You may use one additional 598 course (4 units) toward the total course requirement. The remaining courses on the program may be either at the 100- or the 200-series level. Lower-division courses, and School of Engineering core courses do not apply.

The Department may also impose additional restrictions or requirements which are not listed in the Catalog. These will be pointed out to you by your advisor.

TRANSFER OF COURSES

A student may petition to transfer up to two courses taken at another institution towards the M.S. degree at UCLA. These courses must have been taken while you were in graduate status (i.e. --- **after** the award of your bachelor's degree). Such courses may count only toward fulfilling the overall course requirement: they do not count as part of the 5 **graduate** courses, which must be taken at UCLA. You must have a grade of at least a "**B**" in order to transfer a course.

If you wish to transfer courses, list these on the form in the "Upper Division courses" category. Attach a blue petition in which you request this transfer and a copy of the transcript showing that you took this course. Also attach a course description or a syllabus of the course, so that a determination can be made whether the course is suitable for transfer.

CHANGES IN THE PROGRAM

If, in the future, you need to change the program that you now submit, you may either resubmit the entire form (for extensive changes), or make neat corrections on your copy of this form and resubmit it to your adviser and the Department Chairman (or designee) for them to initial. Then forward a Xerox copy of this corrected version to the Graduate Studies Office.

ADVANCEMENT TO CANDIDACY

During your last quarter of enrollment in the M.S. program you must set up your Thesis/Comprehensive Examination Committee and you must be advanced to Candidacy. Please be sure to pick up the necessary forms in the Graduate Studies Office. Advancement to Candidacy forms and the Committee Nomination form should be submitted during the **first two weeks** of your last quarter.