PREPARING FOR THE MS COMP EXAM

Preliminary:

1. Complete the MS Planner (you can find it here: http://maeweb.ucsd.edu/grad/ms)
2. Review it with your faculty advisor.
3. File it with MAE Student Affairs.

After you complete 6 of the 9 courses:

1. Complete the form: Application for Candidacy for the Thesis or Comprehensive Examination, Plan I or Plan II, for the Degree of Master of Arts and Sciences (see example). You can get this form from MAE Student Affairs.
2. Obtain signature from your faculty advisor.
3. Bring the form to MAE Student Affairs and we will obtain the department Chair’s signature and send to Office of Graduate Studies for filing.

4. **THIS FORM MUST BE FILED AT LEAST TWO WEEKS PRIOR TO THE START OF THE SPRING QUARTER IF YOU WANT A SPRING DEGREE.** If the form is filed two weeks after the start of the spring quarter, it will be considered a summer degree.
5. Discuss the second faculty member to attend your exam with your faculty advisor.
6. Set a date with all members of your committee. This should be done early to accommodate the scheduling demands of the faculty and room reservation difficulties.
7. Contact MAE Student Affairs to reserve a room for your exam.

The exam:

The comprehensive is oral in nature and typically takes between 90 minutes and 2 hours to complete. You will be asked questions based on your completed coursework listed in the Application for Candidacy. Faculty are looking for comprehension of concepts as opposed to simple memorization.

Once the exam is over, one more form will be completed and filed: the Final Report of the Thesis or Comprehensive Examination (Plan I or Plan II) for the Degree of Master of Arts and Science.

Diplomas for graduate degrees will be mailed 3-6 months after the end of the quarter. The diplomas are mailed directly to your permanent address so it is important to check your address for accuracy at http://tritonlink.ucsd.edu to avoid delivery delays.

Contacts for Exam Room Reservations:

Chelsea Rankin, crankin@ucsd.edu
APPLICATION FOR CANDIDACY FOR THE
THESIS OR COMPREHENSIVE EXAMINATION,
PLAN I OR II, FOR THE DEGREE OF
MASTER OF ARTS OR SCIENCE

STUDENT
Name:  
Last  First  M.I.

List only courses completed in satisfaction of the requirements for your Master’s degree.

GRADUATE COURSES IN MAJOR (200 series)

<table>
<thead>
<tr>
<th>Department</th>
<th>Course Number</th>
<th>Units</th>
<th>Quarter</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAE</td>
<td>28A</td>
<td>4</td>
<td>FA</td>
<td>09</td>
</tr>
<tr>
<td>MAE</td>
<td>20A</td>
<td>4</td>
<td>FA</td>
<td>09</td>
</tr>
<tr>
<td>MAE</td>
<td>210A</td>
<td>4</td>
<td>WI</td>
<td>10</td>
</tr>
<tr>
<td>MAE</td>
<td>25A</td>
<td>4</td>
<td>SP</td>
<td>10</td>
</tr>
<tr>
<td>MAE</td>
<td>211A</td>
<td>4</td>
<td>SP</td>
<td>10</td>
</tr>
<tr>
<td>MAE</td>
<td>299</td>
<td>4</td>
<td>WI</td>
<td>10</td>
</tr>
<tr>
<td>MAE</td>
<td>299</td>
<td>4</td>
<td>SP</td>
<td>10</td>
</tr>
</tbody>
</table>

UPPER-DIVISION COURSES IN MAJOR (100 series)

<table>
<thead>
<tr>
<th>Department</th>
<th>Course Number</th>
<th>Units</th>
<th>Quarter</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAE</td>
<td>125A</td>
<td>4</td>
<td>FA</td>
<td>09</td>
</tr>
<tr>
<td>MAE</td>
<td>108</td>
<td>4</td>
<td>WI</td>
<td>10</td>
</tr>
</tbody>
</table>

GRADUATE OR UPPER-DIVISION COURSES FROM OTHER DEPARTMENTS/INSTITUTIONS

<table>
<thead>
<tr>
<th>Department</th>
<th>Course Number</th>
<th>Units</th>
<th>Quarter</th>
<th>Year</th>
</tr>
</thead>
</table>

DEPARTMENT/GROUP
Master of  [ ] Arts  [X] Science in:  
Degree Title
Language requirement:  [X] Examination not required  [ ] Examination passed

PLAN I: 
Nominees for Thesis Committee
(Use Official Name)
Chair

PLAN II:  Comprehensive Examination

Approved:  
Department Adviser  Date

Approved:  
Department Chair  Date

GRADUATE DIVISION
Student is currently registered:  [ ] YES  [ ] NO; is fulfilling residency requirement in   Quarter  Year

Current GPA:  
Units completed:  
Units in progress:  
Approved:  
Dean of the Graduate Division  Date

Distribution:  White—Registrar, Canary—Graduate Division, Pink—Student, Gold—Major Department
DEPARTMENT/GROUP/SCHOOL

Name: SUSIE STUDENT

Diploma and other degree paperwork will be mailed to the permanent address on
record in Tritonlink.
Your name will be included in the annual commencement booklet, unless otherwise
requested.

TO THE DEAN OF THE GRADUATE DIVISION:
The committee reports upon the candidate's thesis defense on:

PLAN I, THESIS

Print/Type
Committee Names

Signatures of Committee Members

Chair

Thesis title (Plan I):

PLAN II, COMPREHENSIVE EXAMINATION, completed on: 4/25/15

PLAN I AND II The committee recommends that the Master of Arts degree in:

MECHANICAL ENG.

be conferred.

Student will ☑ terminate at UCSD.

Approved: FACULTY ADVISOR 4/29/10

Approved: DEPT. CHAIR 4/12/10

CASHIER

The thesis submission fee has been paid.

GRADUATE DIVISION

Thesis accepted for deposit and delivered electronically to the University Archivist.

Approved: Dean of the Graduate Division

(PLAN I AND II) The candidate has completed all necessary requirements for conferral and is recommended for the degree as of:

Quarter/Year

Approved: Dean of the Graduate Division

Graduate Division Form: AcadAffairs\Forms\formmasf.pdf
DISTRIBUTION: Registrar, Canary-Graduate Division, Pink-Student, Gold-Major Department
Rev. 2014