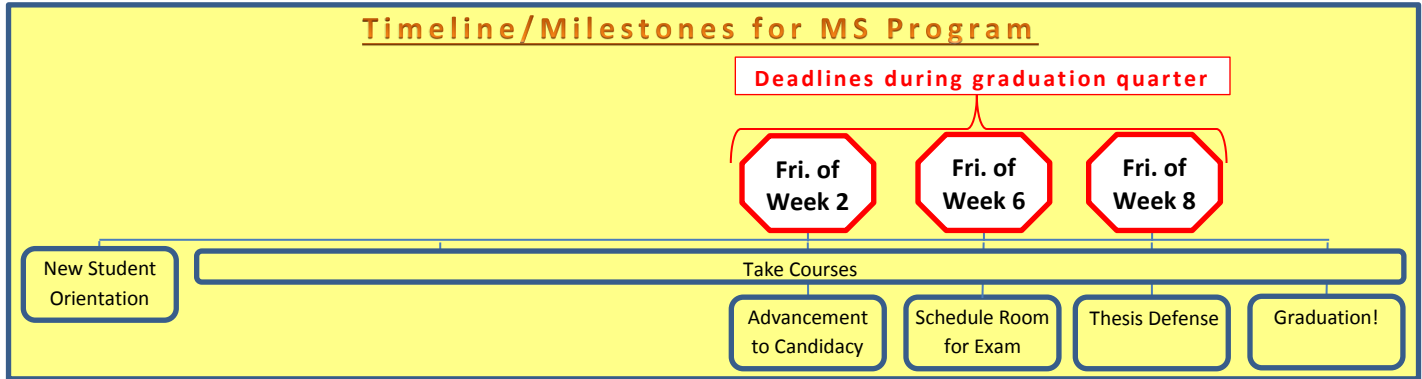


PREPARING FOR THE MS THESIS EXAM



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 below). 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 WITHIN THE FIRST TWO WEEKS 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. Following advancement to candidacy, the student electing Plan I must submit a thesis. The thesis committee, selected by the student and their faculty advisor, consists of at least three faculty members (including their advisor), of which two must be from MAE.
6. Information covering thesis preparation is contained in the publication: [Preparation and Submission for Masters Thesis](#). The completed thesis is submitted to the thesis committee for review. The review typically includes an oral defense of the thesis.
7. The student must make two separate appointments with Graduate Division. The first appointment will be scheduled prior to defending and will cover, in person, formatting of the MS Thesis and forms required to graduate. The second appointment is when the candidate submits the thesis and all final paperwork to Graduate Division and upon approval by the Dean of Graduate Division, files the thesis with the university archivist, who accepts it on behalf of the Graduate Council. Acceptance of the thesis by the archivist with a subsequent second approval by the Dean of Graduate Division represents the final step in the completion of all requirements by the candidate for a Master of Science degree on the UC San Diego campus.
8. Set a date (no later than Friday of Week 8) with all members of your committee. This should be done early to accommodate the scheduling demands of the faculty and room reservation difficulties.
9. Contact MAE Student Affairs (two weeks in advance) to reserve a room for your exam.

PREPARING FOR THE MS COMPREHENSIVE EXAM

The exam:

The exam is oral in nature and typically takes between 90 minutes and 2 hours to complete. You will be asked questions based on your submitted thesis.

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** (see example below).

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.

* Example *

**MUST BE FILED
BY FRIDAY OF
WEEK TWO**

[THESIS Track]

Graduate Division
University of California, San Diego
La Jolla, CA 92093-0003



APPLICATION FOR CANDIDACY FOR THE
THESIS OR COMPREHENSIVE EXAMINATION,
PLAN I OR II, FOR THE DEGREE OF
MASTER OF ARTS OR SCIENCE

STUDENT

Name: STUDENT SUSIE Q.
Last First M.I.

PID#: A12345678

Department/Group: MAE

Area of Specialization: MC-81

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

Research area/Major Code

GRADUATE COURSES IN MAJOR (200 series) *min. 16 units*

UPPER-DIVISION COURSES IN MAJOR (100 series)

Department	Course Number	Units	Quarter	Year
SPECIALIZATION #1: ADAPTIVE SYSTEMS & DYNAMIC MODELING				
<i>List 3</i> MAE	283A	4	FA	12
MAE	247	4	WI	13
MAE	281A	4	SP	13
SPECIALIZATION #2: LINEAR OPTIMAL CONTROL				
<i>List 3</i> MAE	280A	4	FA	12
MAE	280B	4	WI	13
MAE	290A	4	SP	13
RESEARCH UNITS:				
<i>12 units of MAE 299</i> MAE	299	4	FA	12
MAE	299	4	WI	13
MAE	299	4	SP	13

Specialization Areas
12 units of MAE 299

Department	Course Number	Units	Quarter	Year
MAE	120	4	FA	12

GRADUATE OR UPPER-DIVISION COURSES
FROM OTHER DEPARTMENTS/INSTITUTIONS

Department	Course Number	Units	Quarter	Year
ECE	240A	4	WI	13
SE	160A	4	SP	13

courses outside of MAE

Signature
Signature of Student

DATE
Date

DEPARTMENT/GROUP

Master of Arts Science in: ENGIN. SCI. (Mechanical Engineering)
Degree Title

Language requirement: Examination not required Examination passed _____ / /
Language Date

PLAN I: Print/Type
Nominees for Thesis Committee
(Use Official Name)

Departmental Affiliation

DR. Faculty Advisor, Chair

MAE

Dr. Number Two

MAE

Dr. Number Three

MAE

(3 members, incl. Faculty Advisor)

PLAN II: Comprehensive Examination

Approved: [FACULTY ADVISOR] DATE
Graduate Adviser Date

Approved: [DEPT. CHAIR] DATE
Department or Group 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

Example

[THESIS Track]

Graduate Division
University of California, San Diego
La Jolla, CA 92093-0003



FINAL REPORT OF THE THESIS OR
COMPREHENSIVE EXAMINATION (PLAN I OR II) FOR
THE DEGREE OF MASTER OF ARTS OR SCIENCE

DEPARTMENT/GROUP/SCHOOL

Name: SUSIE Q. STUDENT PID#: A12345678
(Name will appear exactly as your name appears on your UCSD academic records)

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.

Department/
Group/School: MAE
Major Code: MC-81
Research Area / Major Code

TO THE DEAN OF THE GRADUATE DIVISION:

The committee reports upon the candidate's thesis defense on: [DATE OF DEFENSE] as follows:
Date

PLAN I, THESIS

Completed by Examination Committee

Approved
(Yes or No)

Print/Type
Committee Names

Signatures of Committee Members

YES
YES
YES

DR. FACULTY ADVISOR
DR. Number Two
DR. Number Three

[Signature], Chair
[Signature]
[Signature]

Thesis title (Plan I): [TITLE OF ABSTRACT/ THESIS]

PLAN II, COMPREHENSIVE EXAMINATION, completed on: _____
Date

PLAN I AND II The committee recommends that the Master of Arts Science degree in:
_____ be conferred.
(Give exact title of degree.)

Student will continue terminate at UCSD.

Approved: _____ / /
Graduate Adviser Date

Approved: _____ / /
Chair of Department/Group/School Date

Get AFTER exam

CASHIER The thesis submission fee has been paid.

1 **AFTER EXAM: Student to take form to cashier, pay thesis fee, get stamped, and take form to Graduate Division.**

Validated by Cashier _____ / /
Date

GRADUATE DIVISION (PLAN I) Thesis accepted for deposit and delivered electronically to the University Archivist.

2 Approved: _____ / /
Dean of the Graduate Division Date

(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 Date