

## REQUEST FOR PRELIMINARY EXAM COMMITTEE

Name: \_\_\_\_\_ UIN #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Tentative Title:

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Date of exam: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

### Committee Members (netID and name):

1.	_____	_____
	<i>Chair</i>	<i>Dept.</i>
2.	_____	_____
	<i>Director of Dissertation Research</i>	<i>Dept.</i>
3.	_____	_____
		<i>Dept.</i>
4.	_____	_____
		<i>Dept.</i>
5.	_____	_____
		<i>Dept.</i>
6.	_____	_____
		<i>Dept.</i>

**Please note: The majority of your committee members must be in MATSE and have at least a 50% appointment in the Department.**

**When you meet with the Director of Graduate Studies, be prepared to discuss your coursework requirements. *Download and attach a copy of your unofficial transcript <https://registrar.illinois.edu/transcripts/>.***

**This form must be turned in Department Office in 221-B MSEB 3 weeks prior to the date of the exam.**

***\*\*You must be registered for the entire term that you take your prelim or final exam\*\****

Approval Signature: Prof. Moonsub Shim, Director of Graduate Studies Date

**MSE Graduate coursework checklist**

NAME: \_\_\_\_\_

Term of Entry: \_\_\_\_\_

Today's Date: \_\_\_\_\_

500-level courses taken (not including seminar courses):

<u>Course Number</u>	<u>Course title</u>	<u>Credit hours</u>	<u>Semester taken</u>	<u>Grade</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Total 500-level course hours: \_\_\_\_\_

MSE 595:

<u>Credit hours (0 or 1)</u>	<u>Semester taken</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

MSE 529 and/or 559:

<u>Credit hours (0 or 1)</u>	<u>Semester taken</u>	<u>Grade</u>	<u>Credit hours (0 or 1)</u>	<u>Semester taken</u>	<u>Grade</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

400-level courses taken (science, engineering, math and related subjects only):

<u>Course Number</u>	<u>Course title</u>	<u>Credit hours</u>	<u>Semester taken</u>	<u>Grade</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Total 400-level course hours: \_\_\_\_\_

Check to see if you've met the appropriate requirements in the table below. Make note of requirements not yet satisfied.

## MatSE PhD Degree Coursework Checklist

Student: \_\_\_\_\_ Admit Term: \_\_\_\_\_ Date: \_\_\_\_\_

Requirements	Entered with MS <input type="checkbox"/>	Entered with BS <input type="checkbox"/>	Hours Completed	Hours Needed
Total Credit for Degree	64	96		
Thesis MSE 599	44	52		
Coursework Total	20	44		
MSE Coursework	10	20		
500 Level Courses (excluding 599)	10	24		

### Additional Requirements for Total Coursework:

Please check box on left below, if satisfied credit hours for requirement.

<input type="checkbox"/>	MSE 500	*MSE 500 (4 credit hours) must be taken with an earned grade of B or Higher
<input type="checkbox"/>	MSE 492(Lab Safety)	Does not count towards degree
<input type="checkbox"/>	MSE 595 Colloquium	*MSE 595-Colloquium (0 or 1 hour) must be taken every semester in the first two years of residence. A maximum of 2 hours (if entering with an M. S. degree) or 4 hours (if entering with a B. S. degree) may be applied toward the degree.
<input type="checkbox"/>	MSE 590, MSE 529, MSE 559	*MSE 529 or MSE 559- Seminars (0 or 1 hour) must be taken every semester. A maximum of 4 hours (if entering with an M. S. degree) or 8 hours (if entering with a B. S. degree) may be applied toward the degree.
<input type="checkbox"/>	Minimum GPA	3.0 3.0

### Please download and review your academic history/unofficial transcript.

This can be found via your Student Self Service account: <https://apps.uillinois.edu/selfservice>.

\*When you meet with the Director of Graduate Studies, be prepared to discuss how you plan to complete your coursework requirements.

DGS signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit the signed checklist to the department office to keep in your records. Request a copy of this document, update courses taken since prelim sign up and bring it with you when you sign up for your final defense.