



FINAL M.S. & PhD Record of Study and Coursework Planning Matrix Agreement to Serve as Academic and Research Advisor & Committee Member

Student's Name: _____

Option: _____ Year entered Caltech: _____

Instructions:

1. Fill in the actual courses you took during Year 1.
2. Meet with faculty and pick: a) Academic and Thesis (Permanent) Advisor and b) Thesis Advisory Committee (see catalog for restrictions)
3. Talk with your permanent research advisor and other committee members about courses to take for your second year. Then complete Year 2 columns
4. Obtain all necessary signatures.
5. Return to Option Secretary before the due date listed above (2nd week of May of your first year).
6. Register for your Fall courses on-line

See backside for coursework suggestions

Masters Categories	PhD Categories	Actual Year 1			Year 2 and beyond				Total # of PhD Units
		Fall Term (Course # & Units)	Winter Term (Course # & Units)	Spring Term (Course # & Units)	Fall Term (Course # & Units)	Winter Term (Course # & Units)	Spring Term (Course # & Units)	Fall Term & beyond (Course # & Units)	
Graduate Level Courses 100 or above	Core Subjects (See back of the form)								
	Elective Courses (See back of the form) Graduate Level Courses 101 or above								
									(108)
Math / Intro. Math	Math/ Advanced Math (27 units)								Advanced Math (27)
Eng. Seminar (Min 3 Units)	Graduate Eng. Seminar (Min 6 Units)								(6)
Research	Research			Summer Term			Summer Term		(54)
MASTERS 138 Units	PhD 195 Units								

Background Information:

It is the responsibility of the student to find a permanent Academic and Thesis Advisor within three terms of graduate residence at Caltech. In consultation with the advisor, the student must form a Ph.D. Thesis Advisory Committee within one year of graduate residence at Caltech. This Advisory Committee shall consist of at least three members of the Caltech professional faculty, with at least two members from the faculty in MCE, see catalog for other requirement in your chosen option. The Advisor shall not serve as chair of the Thesis Advisory Committee. This Committee shall meet, as requested by the student. Further, the committee shall meet annually to review progress and to approve the registration of the student beyond the fifth year of graduate residence at Caltech.

APPROVED BY THESIS ADVISORY COMMITTEE:

The undersigned agree to serve as the Academic and Thesis Advisor and members of Thesis Advisory Committee, and approve the course program listed.

 Academic and Thesis Advisor's Name (printed)

 Signature

 Date

 Thesis Advisory Committee Member Name (printed)

 Signature

 Date

 Thesis Advisory Committee Member Name (printed)

 Signature

 Date

APPROVAL BY OPTION REPRESENTATIVE

The undersigned agree that the listed coursework and advisory committee above meet the option PhD requirements, provided that the student takes the courses and passes them with a grade of C or better.

 Option Representative (printed)

 Option Rep.'s Signature

 Date