

CIVIL & ENVIRONMENTAL ENGINEERING DEPARTMENT

Ph.D. Proposal of Fields

To be completed by student and submitted to Mimi's mailbox. For questions, please email mimi@seas.ucla.edu or call 310-825-1851.

Course Requirements

There is no formal course requirement for the Ph.D. degree, and one may theoretically substitute coursework by examinations. Normally, however, the student takes courses to acquire the knowledge needed for the written preliminary examinations. The basic program of study for the Ph.D. degree is built around one major field and one super-minor field or two minor fields. A super-minor field is comprised of a body of knowledge equivalent to five courses, at least three of which are at the graduate level (200-level). When two minor fields are selected, each minor field is normally comprised of a body of knowledge equivalent to three courses, at least two of which are at the graduate level (200-level).

- **Must enroll in at least 12 units each quarter**
 - If you are receiving a department fellowship or are hired as a GSR or TA, you must enroll in at least 12 units.
 - To reach 12 units each quarter PhD students typically enroll in 500 level courses after most of their coursework is completed:
 - CEE 597B: Prep for PhD Prelim Exam
 - CEE 597C: Prep for PhD Qual Exam
 - CEE 599: Research & Prep for Dissertation
- **Seminar (CEE 200)**
 - Students are required to enroll in seminar each quarter of the PhD program until advanced to candidacy.
 - Be sure to enroll in the correct section. -
 - Section 1: Struc., Geo, CV Materials
 - Section 2: Environ. & Water Resources
- **CEE 296**
 - PhD students must enroll in CEE 296 each quarter in the section that corresponds with their faculty advisor.
- **If hired as a CEE TA...**
 - TAs must enroll in CEE 375 in the quarter for which they are a TA. (25% TA = 2 units, 50% TA = 4 units)
 - If you are a TA during Fall quarter, you must also enroll in CEE 495.

Helpful Websites

Registrar: www.registrar.ucla.edu
Schedule of Classes, Course Descriptions

CEE Program Requirements:
<https://www.cee.ucla.edu/graduate-student-resources/>

MyUCLA: <http://my.ucla.edu/>

Deadline to Submit

- If student started as M.S. student and intends to apply to stay for Ph.D. the student should attach the completed Ph.D. Proposal of Fields to the Intent to Advance to Ph.D. form.
- If student started as Ph.D. student and is earning a M.S. during his/her first year in the Ph.D. program, the student should submit the Ph.D. Proposal of Fields at the beginning of his/her 2nd year.
- If student started as Ph.D. student, already earned a M.S. at another institution, and will begin minor coursework during first year of Ph.D. program, student should submit near end of first year of study.

Signatures

- Signatures to be obtained by student: Faculty Advisor and Personal
- Signatures to be obtained by SAO: SAO, Departmental Graduate Advisor

Additional Notes

- Students should obtain pre-approval from faculty advisor and field chairperson(s) for courses to be completed toward Ph.D. program.
- Major field: If students started as a M.S. student in UCLA Civil and Environmental Engineering, your M.S. coursework will typically count as your major field requirement. If students completed a M.S. program prior to starting as a Ph.D. student at UCLA, students are eligible to count coursework taken during their M.S. degree toward their Ph.D. program. Please consult your advisor to confirm.
- Minor field(s): Students should consult their faculty advisor regarding selection of minor fields and minor field coursework. Students are allowed to apply transfer coursework to one of two minors.

Ph.D. Proposal of Fields

Name (Last, First): _____

Date: _____

E-mail Address: _____

UID#: _____

Faculty Advisor: _____

Type: New Revised

Major Field:

#	Course Number (i.e. C&EE 236)	Course Title	Qtr/year completed (or to be completed)	Transferred? (Yes/No)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Minor Field or Superminor:

#	Course Number (i.e. C&EE 236)	Course Title	Qtr/year completed (or to be completed)	Transferred? (Yes/No)
1.				
2.				
3.				
4.				
5.				

Minor Field:

#	Course Number (i.e. C&EE 236)	Course Title	Qtr/year completed (or to be completed)	Transferred? (Yes/No)
1.				
2.				
3.				

(Do not write in below box)

Faculty Advisor Signature Date

Student Signature Date

Student Affairs Officer Signature Date