2019
Electrical and Computer Engineering Orientation

Welcome by Greg Pottie, Chair

Department of Electrical and Computer Engineering
University of California at Los Angeles
Welcome to the UCLA ECE Department

- Admission to our graduate program is extremely selective
- Being here today already represents a great accomplishment

1885 Total Applicants for Fall 2019

451 admitted to MS
78 admitted to PhD

156 accepted offer to MS
49 accepted offer to PhD

Total incoming graduate students = 205
Welcome to the UCLA ECE Department

Every faculty in the ECE Department has left his mark in the history of science:

- Viterbi Algorithm
- Switched Capacitor Filter Design and Synthesis
- First CMOS radio
- Wireless sensor networks
- First silicon laser
- ...

and you will be working with them to further advance science.
Where do they go after their graduate studies?

- Industry: Our alumni can be found in almost every company!

- Academia in the US: UC San Diego, Yale, Purdue, Stanford, USC, Maryland, Penn State, UC Berkeley,...

- Academia outside the US: Tsinghua (China), TUDelft (The Netherlands), Yonsei Univ. (Korea), IIT Bombay, Kharagpur, and Delhi (India), University of Alberta (Canada), Imperial College (England), Ain–Shams University (Egypt), ...
The roles of the Office of Graduate Student Affairs (OGSA) and your advisor:

The role of the Office of Graduate Student Affairs (OGSA) (Deeona Columbia, Ryo Arreola, Julio Vega Romero), together with the faculty, is to help you navigate through the administrative processes. We will:

- Formally approve your programs of study;
- Consider your petitions to change majors, to add or drop courses, to apply for readmission, etc.
- In all of these and other cases, we will judge whether your request is in order, is in your own best interest, and is feasible under existing regulations.
Title IX Compliance

UCLA is required by law to provide graduate students with sexual violence prevention education.

- Every incoming graduate and professional school student will be required to complete a 2-hour online educational program *Sexual Assault Prevention: Graduate Students* and an in-person *Title IX Training for Graduate Students*.

- Soon you will receive an invitation email from EVERFI, containing a link to *Sexual Assault Prevention: Graduate Students*, which will take approximately two hours to complete.

- For the in-person Title IX Training for Graduate Students, students must attend one of the sessions offered during the first few weeks of Fall Quarter, please see [http://grad.ucla.edu/titleIX](http://grad.ucla.edu/titleIX) for registration information.

Students are required to complete the online and in-person training, or they will receive a hold on their account.

**DEADLINE TO COMPLETE ALL COMPLIANCE REQUIREMENTS:**

*Wednesday, October 23, 2019*

*Academic holds will be placed on records of those who do not comply.*
Creating a hostile workplace environment can result in report to Title IX officer with potential expulsion:

- E.g. persistent sexist or racist jokes, derogatory comments based on gender, class or ethnicity, display of sexual images, unwanted touching or propositions

- “Affirmative Consent” is California law for intimate relations

- Besides “no means no,” you must get verbal or unambiguous non-verbal consent for every increase in intimacy (i.e., it’s “no” without a “yes”)

- Without it, can result in criminal prosecution

- “Micro-aggressions” are unwitting culturally insensitive remarks or behaviors

- Be proactive: learn the polite way to interact with others rather than forcing them to educate you.
Copyright

- You have ownership of original text/images that you produce (e.g., a paper, thesis, course materials); your consent is required to transfer ownership or use it for commercial purposes.

Patents

- A patent is essentially a legal instrument that allows you to sue to stop other people from practicing your invention; typically, they must pay a licensing fee to continue to use it.

- The university owns patentable research results in which any UCLA facilities are used or while you are being paid as an employee, but will pay a share of royalties to graduate student inventor(s) and their faculty advisor(s).

- If the university chooses not to patent the invention, the inventors can then decide to pursue a patent at their own expense ($5K–$100K depending on the complexity); they then have full ownership.
How to get the most out of your first year of graduate studies

Asad Abidi, Professor
Electrical & Computer Engineering Department
University of California, Los Angeles
You are admitted to one of the four areas of the Department

Your assigned area specifies what courses you must take in the first year

Your initial academic advisor is also from this area: you will benefit in many ways by meeting her or him

You may find a different research advisor: it is easy to change advisors

The typical MS program takes \( \leq 2 \) years to complete
Options for MS degree

- **Coursework only**
  - This is the most common MS degree today
  - Usually good enough to find employment in an industry position

- **MS project**
  - This is a way to do *independent research*
  - Informal project report at the end, approved only by your research advisor

- **MS thesis**
  - Usually initiated by a faculty member who becomes your research advisor
  - Thesis should contain some original research: approved by a formal committee of three
  - Followed by MS students who have been identified by a faculty member as PhD-calibre
Admitted into PhD, with MS

- Small fraction of newly admitted students
- Hand-picked by their research advisor
- May have received an offer of funding
- Admission is only the first step
  - Student must do well in UCLA courses, especially those relevant to expected research topic
  - Must pass PhD Preliminary Exam
  - Must demonstrate to their advisor the ability to do original work
You must find a faculty member who agrees to act as research advisor

Usually this happens when you do well in that advisor’s courses
- Or you may have read widely on a subject
- Or you might bring some prior project experience

Writing the thesis is a small preview of writing a PhD dissertation or a journal paper

If during thesis work it becomes clear that you struggle with research, you can revert to the coursework-only plan
What is a 1st-year Fellowship?

- This is offered to very few new admits, usually to students highly likely to continue to PhD.
- It is a way to ease the transition into graduate studies, by giving a gift of financial aid to take courses and settle in during the first year, without expectations of doing research.
- If all goes well and your research advisor is satisfied, he or she will likely continue financial support on a research contract or grant.
Most MS students must pay their own fees and living expenses
Graduate students are paid as researchers (GSRs)
MS degree is a continuation of your engineering education
  ◦ You won’t be ready to do research until the 2nd year of MS studies
  ◦ And then only if a faculty member agrees that you can do so in their research area
The ECE Department employs graduate students as assistants to course instructors. The student must have taken the course (or its advanced version) at UCLA and must have done well in it. TA’s must be able to speak English well. You can apply for TA positions, but the instructor will select the TA. First-year graduate students are normally not appointed as TAs.
All of you were top students and came to UCLA with strong recommendations

- Which means that most of you will have to get used to competing with even smarter students!
- Beware: this can be disappointing, even depressing
- If you feel that you are being left behind, seek advice from your academic advisor and from the V-C Graduate Student Affairs (Professor Mona Jarrahi)

Courses are not about grades only: they are about gaining specialized engineering knowledge
1st Summer and Internships

- Many students find summer internships with companies.
- Interviews are usually held in February or March, for internships starting in June.
- Employers do expect you to have completed courses in the relevant subjects, and to have some basic skills (MATLAB, Cadence, Simulink).
- Internships are a low-risk way for employers to identify if you would make a good employee at their company after you graduate.
Many students whose native language is not English think that engineering skills are judged by written equations and multiple-choice questions
   ◦ THEY ARE WRONG!

All engineering is carried out in groups

Every group member is asked to explain their work to others, and sometimes to teach others
   ◦ This goes on ALL THE TIME!

If your spoken English is poor, your chances of employment will go down
Learn how to speak English fluently

- You will sacrifice a very important part of the UCLA experience if you do not learn how to **speak** English well
- Learn by copying your classroom teachers
- Force yourself to discuss your subject with students who do not speak your native language
- Explain technical ideas in English every day
- If your spoken English is poor, your chances go down of passing the oral PhD Preliminary Exam (you can re-take the exam only once)
Dropping courses at the end of the term

- All-UCLA graduate student rules allow you to drop a class up to the last week of instruction (this is the 10th week of teaching in our quarter-based terms)

- This is a very bad idea!
  - You will have wasted almost 10 weeks with nothing to show for it
  - If it is a graduate course, you will likely have to wait a whole year to re-take it

- Instead, if you find a course very hard, drop it in the 1st or 2nd week and enroll in another course
Rules allow you to apply a certain number of “upper division” UCLA undergraduate courses towards the MS degree (course number is 1XX).

Use this allowance! UCLA courses are taught at a high level. Even if you have taken a similar course somewhere else, you will learn the subject here with greater depth and richness.

Many students over-estimate their preparation, take a graduate course right away, do poorly, then take the pre-requisite undergraduate course.
Employment after the MS degree

- All students find employment: zero unemployment rate among UCLA ECE MS degree holders!

- Tips to get the job that is your top choice
  - You must do well in the job interview
    - Usually an online interview (Skype) for first screening
    - Followed by an on-site **technical interview** with multiple engineers
  1. Learn how to speak clear and good English
  2. Learn and re-learn fundamental concepts—-that is what employers will test you for
  3. They hold high expectations for UCLA graduates
For those holding an MS degree

- You must take the Ph.D. Preliminary Exam within one year
- This is offered once a year, department-wide
- You are examined by 6 professors
- In a real-time, oral exam format, one-on-one
  - This format has been found to be a good predictor of success at PhD research
- Exam tests for understanding of fundamental concepts at the senior undergraduate level
- Do not take it lightly! You are allowed only two attempts.
Your past academic record got you into UCLA. But your performance here will determine your future professional career. Do not be complacent with your past knowledge of the subject: re-learn it here. Read books, don’t look to Internet searches. Attend office hours to ask questions. Study together in discussion groups, explain to each other. Buy a good English dictionary, and use it every day.
Electrical and Computer Engineering Graduate and Post-Doctoral Society (ECEGAPS)
What is ECEGAPS?

We put on professional and social events for the ECE students and all engineering students.
Professional Events
Weekly Social Hour
Board Game Nights
Dungeons and Dragons (D&D) Nights
Join Us!!!

We’re looking for volunteers to help and host social events!!!

Wojciech: wromaszkan@g.ucla.edu
Gary: garyyeung@g.ucla.edu
2019 Electrical and Computer Engineering Graduate Student Orientation

Office of Graduate Student Affairs
(ECE OGSA)
WHO WE ARE

- Mona Jarrahi
  - Departmental Graduate Advisor

- Deeona Columbia
  - Manager

- Ryo Arreola
  - Graduate Student Affairs Officer

- Julio Vega
  - Admissions Coordinator
NOW IT’S RAFFLE TIME
The Graduate Division has placed holds on the records of students who have not submitted final transcripts (depending on your country, you may also have to supply a diploma and degree certificate).

Please submit your final transcripts as soon as possible:

NOTE: It can take the Graduate Division several days to remove a hold once it is placed. DON’T let a hold stop your registration! Get your transcript and degree certificate in immediately!

Check your transcripts and make sure that the appropriate previous degrees appear. If not, we may need the transcript from the missing institution.
Mandatory Training for New Students

- Title IX Training
- Welcome to Wellness Training
- Lab Safety Training (for students whose courses take place in, or whose workspace is in a lab)
Welcome to Wellness Training

- **Mandatory** for all incoming students. Attendance will be monitored on the day of the training.

- The purpose of the training is to inform students of various on-campus resources available for different types of personal challenges that may present themselves.

- Information about this training will be sent soon.
Lab-Safety Training

- Required for all students who:
  - have a desk in a lab (not a common cubicle)
  - conduct research in a lab
  - take courses in a lab
  - teach in a lab

- Lab Safety training must be complete prior to obtaining a key for a lab

- To sign up for the Laboratory Safety Fundamental Concepts (LSFC) use your UCLA Logon ID LABORATORY SAFETY FUNDAMENTAL CONCEPTS (LSFC):
  - https://worksafe.ucla.edu/ucla/programs/standard/control/el mlearner.wml?portlid=learnerweb

- Show proof of completion to Jose Cano in 56–125G Engr. IV to obtain a lab key
All incoming UC students are required to provide documentation of vaccination or immunity to measles, mumps, rubella (MMR), varicella, pertussis, and meningitis, and also provide proof of screening for tuberculosis.

UCLA requires submission by November 1, 2019.

- Go to: Ashe Secure Portal

Students who do not meet the vaccination requirement will have a hold put on their record, potentially affecting course enrollment and preventing access to certain campus resources

Students may get vaccinations at the Ashe Center (students without UC SHIP can receive vaccines from the Ashe Center for a fee)

For questions and more information: ASHEIMMUNE@ashe.ucla.edu
NOW IT’S RAFFLE TIME
READ YOUR EMAIL OFTEN!!!
- We send a lot of email.
- Some of it may not pertain to you.

We recommend you create a separate mailbox and archive all emails sent by our office.
- Email is a great reference tool.

Failure to read an announcement is NOT an excuse!!!!

Email may come from:
- deeona@seas.ucla.edu
- ryo@seas.ucla.edu
- jvega@seas.ucla.edu
- eerequest@seas.ucla.edu
CONTACT INFORMATION

- **MyUCLA**
  - You must maintain a correct email address, mailing address, and telephone number on MyUCLA. You may change this information as needed by logging into the system.

- If you have a TA, GSR, or Reader position, you must **ALSO** notify the ECE Student Payroll Office if your contact information changes. *(Unfortunately, your records on MyUCLA do not “talk” to the payroll system.)*
DEADLINES

- You must know and meet deadlines!
- Our office does not tolerate failure to meet deadlines.
- Add dates and alerts to your phone, email, on your calendar – whatever works! Just meet the deadlines!
- Failure to meet deadlines could result in additional fees, failure to graduate on time, and even dismissal from the program.
ECE OGSA OFFICE HOURS

- Monday 8:00-12:00 & 1:00-4:30
- Tuesday 1:00-4:30
- Wednesday 8:00-12:00 & 1:00-4:30
- Thursday 8:00-12:00 & 1:00-4:30
- Friday 1:00-4:30

***Closed 12-1 for lunch***
HOW TO MAKE AN APPOINTMENT with OGSA

- You may visit the office during open office hours to schedule the appointment in advance OR

- You may email eerequest@seas.ucla.edu
  - Include:
    - Your full name
    - UID
    - Reason for appointment
    - Your availability for the week that you wish to have an appointment. Please include time ranges on the days that you are available (e.g., 10:00 AM – 2:00 PM).

- Only by scheduling an appointment can you best ensure that you will be able to meet with our office at a time that works best for you
ECE OGSA Lobby Kiosk

- When visiting our office (57–127 EIV), soon you will be required to swipe your BruinCard in our new lobby kiosk when coming for an appointment or just dropping in.

- We highly encourage all students to seek answers from the UCLA website prior to coming in.

- By tracking student visits we will be better able to serve you.

- Coming soon – ECEOGSA Message Center
CAMPUS SERVICES & RESOURCES

- Graduate Student Resource Center
- Graduate Writing Center
- Counseling Center
- Student Legal Services
- SEASnet Computing Facility
- Arthur Ashe Student Health & Wellness Center
- UCLA Recreation
- DCISS
- Student Groups and Clubs (EGSA, GSA, etc.)
STUDENT STUDY SPACE

- **Student Cubicles**
  - Less than 150 cubicles on the 5th and 6th floors of Engineering IV
  - Application process = long wait
  - Complete a cubicle application: [http://www.ee.ucla.edu/forms-and-petitions/](http://www.ee.ucla.edu/forms-and-petitions/) and see Jose Cano, our Facilities Manager, for more information

- **ECE Graduate Student Lounge**
  - 53-145 Engineering IV
  - Microwave, dry erase board, tables, chairs, and a couch

- **EGSA Lounge**
  - 2438 Boelter Hall
  - 50” LCD TV, 6-speaker system, DVD player, cable, Sony PlayStation 2 with games, Nintendo Wii with games, conference table, and dry erase board
NOW IT’S RAFFLE TIME
You are expected to check your Bruin Bill by the 15th of each month.

If you have a balance that is not paid by the 20th of the month, you will be charged a $20 late fee.

- Various charges can include: Printing, Ashe Center, missed appointments, instructional enhancement fees, etc. These fees can add up!
Any student planning to enroll with UCLA for more than one year is encouraged to review the requirements for becoming a California Resident.

- Only available to US citizens and permanent residents
- Details on residency are outlined on the UCLA Office of the Registrar’s website.

PAY SPECIAL ATTENTION TO DEADLINES!!!
ESLPE REMINDER

- Required of all entering UCLA graduate students who were required to provide TOEFL for admission.
  - Students with a score of 100 or above on the TOEFL iBT or at least a 7.5 on the IELTS don’t need to take the ESLPE.

- Graduate students **must** satisfy their ESL requirements within the first year of residency.

- Graduate Division checklist will reflect if required.

- Sign up online at the UCLA Writing Program site.

- The ESL office will inform you of any courses required (if any).

YOU MUST TAKE THESE COURSES TO GRADUATE!!
Section 80 courses are for the MS Online Program.
Only students admitted to the MS Online program are permitted to take the online courses.
It is your responsibility to make sure you have the proper prerequisites for a course.

The University does not check prerequisites.

If you believe you have the knowledge to perform well in a course, feel free to enroll in the course.

If you have doubts, ask the instructor.

Failure to have the proper prerequisite is **NOT** an excuse for a poor grade!
You must maintain the minimum GPA required for your program each quarter.

M.S. students must maintain a minimum GPA of 3.0, while Ph.D. Students must maintain a GPA of at least 3.5.

M.S. students wishing to continue to the Ph.D. program must maintain a 3.5 GPA or higher.

Several GPAs:
- Quarterly
- Cumulative
- Program

All 3 GPAs are taken into considered, however, the only one listed on your transcript is your overall (cumulative) GPA.
What happens if you receive a B- or a C grade in a course? Do you have to re-take it?
- A grade of a B- or C may be applied toward your degree as long as ALL of your GPAs stay above the minimum threshold.

What happens if your GPA falls below the threshold?
- You will have to meet with one of our staff to discuss a plan of action.
- You will be placed on academic probation, and you will have ONE quarter to bring up your GPA. Failure to do so may result in your termination from the program.
- Ph.D. students will NOT be eligible to participate in the Ph.D. Preliminary Examination
- You may become ineligible to keep your funding (fellowship, loans, GSR, TA, Reader position)
NOW IT’S RAFFLE TIME
Upper-Division undergraduate courses are numbered 100-199.

- A maximum of ONE upper-division undergraduate course may count toward and MS degree.

- Undergraduate courses may NOT be counted towards the PhD degree, however, you may take or audit a course as a refresher.

- A student may NOT have previously taken the course (or an equivalent). ((Student honor system — academic dishonesty may result in dismissal from the program.))

- Course is not approved toward degree requirements until our office has approved of a program of study listing the course.

- PTE number is required of all graduate students wishing to enroll in most undergraduate courses.

GRADUATE STUDENTS DO NOT HAVE PRIORITY FOR UNDERGRADUATE COURSES!!
When courses are closed due to full capacity, there are two options:

**Permission to Enroll (PTE)**
- Provided by instructor of a course
- Typically not given until after the first course meeting
- PTE numbers valid through Friday of 2\textsuperscript{nd} week

**Monitor enrollment and wait for a space to open**
- Graduate students almost always get into the graduate courses they want. There are some exceptions, i.e., courses that are project-based, courses with limited enrollment, and courses with room constraints.
- Be sure to always attend the courses you want, wait for a space to open up, or ask the instructor for a PTE number.
- Students have until the Friday of second week (see academic calendar) to secure a schedule.
The ECE Department **requires** all students be enrolled in 12 units each quarter.

- 12 units are also **required** for all students who are receiving fellowship, GSR, TA, reader, or special reader funding.
- Tuition & Fees are the same whether you enroll in 4 units or 12 units. There is no fee reduction for enrolling in fewer units.
- Students who are unable to meet the 12-unit requirement or have additional questions are encouraged to speak with our office.

8 units are **required** for all **international** graduate students EACH and EVERY quarter.

- Failure to have at least 8 units will result in serious visa problems for international students.
Letter Grade (LG) or Satisfactory/Unsatisfactory (S/U)

All lecture courses applied to an ECE graduate degree MUST be 4 units and MUST be taken for a letter grade.

The following courses must be taken on the S/U basis (e.g., ECE 295, ECE 296, ECE 297, ECE 299, ECE 596, ECE 597A, ECE 597B, ECE 597C, ECE 598, and ECE 599)

Of the courses listed above, only ECE 295, ECE 297, ECE 299, and ECE 598 may count toward degree requirements, depending on a student’s degree level and M.S. Plan.
INDIVIDUAL-STUDIES COURSES

www.registrar.ucla.edu

To satisfy your enrollment requirements, you may enroll in variable units of individual-studies courses.

The easiest way to find the list of individual-studies courses is to

- Visit the Registrar’s Office website.
- Click Schedule of Classes.
- Also available through the MyUCLA course listings

SCHEDULE OF CLASSES

To search for classes offered, select a term and search criterion from the drop-down menus, then click GO.

Student Reminder: To see real-time enrollment counts and to enroll classes into your study list, use the MyUCLA Find a Class and Enroll and Class Planner features.

Term: Fall 2019
Search Criteria

Search By: Subject Area Enter Subject Area (Required)
INDIVIDUAL-STUDIES COURSES

- **596** – Independent studies course (*PTE required*, only for international students who have an internship during the academic year).

**MS Students:**
- **597A** – courses or project option
- **598** – thesis plan

**PHD Students (who already have an MS degree):**
- **597B** – preparation for the PhD preliminary exam
- **597C** – students who passed the preliminary exam who are preparing for their qualifying oral exam (*quals*)
- **599** – students who have passed their quals who are preparing for their final oral exam and filing their dissertation.
RESEARCH MEETING UNITS

- 296 – Seminar: Research Topics in Electrical and Computer Engineering
  - All graduate students who meet with their advisor, either in a group setting or individually, on a regular basis, to discuss research, must enroll in 2 units of ECE 296 each quarter.
  - After consultation with their advisor, students may be required or encouraged to enroll in this course.
  - Typically required of students who attend an advisor’s research group meetings.
  - Registration is listed by advisor.
  - Course is listed within the regular selection of courses (i.e. – not in the individual studies section)
297 — Seminar: Research Topics in Electrical and Computer Engineering

- **Required for each graduate degree** received with the UCLA ECE Department.
- Offered during Fall and Spring quarters.
- S/U grading basis. You must receive an “S” grade to satisfy the requirement.
- Attendance-based. Students may only miss one seminar and still receive a passing grade. **You will have to submit a 1-page summary + critique review of each seminar talk. You must bring your BruinCard in order for your attendance to be recorded in our system.**
- See bulletin board (by elevators) each quarter to determine the topics covered by the speakers.
INDIVIDUAL-STUDIES COURSES

- It is extremely important that you enroll in your advisor’s section for 500-level courses and/or ECE 296.

- All students are expected to check their study list on MyUCLA before the end of 2nd week to verify enrollment in the proper sections.

- The department cannot correct enrollment after the Friday of 10th week. Failure to correct your study list in a timely manner may result in an “F” or Unsatisfactory grade on your record.
NOW IT'S RAFFLE TIME
The program time-limit is the amount of time by which a student must complete the requirements toward either their M.S. or Ph.D. degree.

- The M.S.-program time-limit is two (2) academic years.
- The Ph.D.-program time-limit is five (5) academic years.
- The Ph.D.-Program time-limit starts after admission (for students who hold a M.S. degree upon admission), or after the completion of all requirements toward the M.S. (for students who do not hold a M.S. degree upon admission).
M.S. DEGREE REQUIREMENTS

- Three (3) M.S. Degree Options
  1. Capstone – Courses
  2. Capstone – Project
  3. Thesis

- Aside from seminars or sections that explicitly count toward the a plan’s requirements, all remaining courses must be 4-unit lecture courses, taken on a letter-graded basis.

All students “DEFAULT” to the Capstone – Courses Option
**Ph.D. COURSE REQUIREMENTS**

- **Four (4) Formal Graduate Courses**
  - A formal graduate course is a 200-level lecture course that is 4 units and taken for a letter grade.
  - You should discuss your course selection with your advisor

- **One (1) graduate seminar course: ECE 297.**
  (Offered in Fall and Spring quarters only.)

- **One (1) technical communication course: ECE 295.**
  (Offered in Winter and Spring quarters only)

  - ECE 295 has limited enrollment — you must read your email and follow instructions in order to gain enrollment for this course.
STEPS FOR COMPLETION OF PhD REQUIREMENTS

- Submit a PhD Program of Study
- Take and pass the PhD Preliminary Examination
  - PhD Preliminary Exam Information Meeting (typically in mid-Fall quarter)
  - Generally the first week of winter quarter
- Complete all PhD coursework
- Nominate Doctoral Committee
  - (one page abstract with nomination form)
  - Prepare and distribute prospectus
- Take and pass the Oral Qualifying Examination (Quals/Prospectus)
- Attend Thesis & Dissertation Meeting
- Read Policies & Procedures for Thesis & Dissertation Preparation & Filing
- Take and pass your Final Oral Examination (PhD Defense)
- File Dissertation
The PhD Preliminary Examination must be completed within two (2) academic years of beginning PhD Program requirements.

PhD Preliminary Exam Information Meeting in Fall Quarter
  ◦ Date/Time/Location (TBD)
After you have passed your Preliminary Exam and completed all course requirements, you must prepare for your Oral Qualifying Examination (Quals)

- One month prior to scheduling your Quals, you must nominate a doctoral committee and attach an Abstract of your prospectus.
- The committee must consist of at least four (4) faculty.
- You may have more than four members, but you increase the difficulty of scheduling your Quals & Final Oral Examination, as well as trying to gain all necessary signatures.
- You must distribute a prospectus to your committee two (2) weeks prior to the scheduled exam.
QUALIFYING EXAM (Quals)

Requirements:
- Must have been REGISTERED and enrolled at least 4 quarters in the program (3 of which must have been consecutive)
- All coursework must be complete.
- Must take within first three (3) years of beginning the Ph.D. program requirements.
- You must be registered and enrolled during the quarter you plan to take the Quals.
You must have completed all course requirements with a minimum GPA of 3.5 in the Ph.D. program.

You must have a current, approved Program of Study on file with the ECE Office of Graduate Student Affairs.

You must follow the ECE department procedures to schedule your room for your Quals. and to notify the Office of Student Affairs of the date, time, and location.

YOU SHOULD RESERVE YOUR ROOM AND NOTIFY OUR OFFICE AT LEAST THREE WEEKS IN ADVANCE!!
Once you pass your Quals, Non-Resident Tuition (NRT) is waived for 9 quarters (if applicable)

From that point, you have 3 years to write and file your Dissertation – depending on your timing. . .5 years to complete the degree requirements
DEFENSE AND FILING

- We encourage all Ph.D. students to attend a Thesis & Dissertation Meeting
  - Held each quarter
  - We will send an email announcing the meetings

- When you are ready to take your Final Oral Examination (defend your dissertation), you will review and follow the procedure outlined by the ECE department.

- Pay attention to filing deadlines (failure to do so may result in an additional quarter of registration fees)!!
ECE DEPT PICNIC

FRIDAY, September 30, 2019
12:00 – 3:00 p.m.
Sunset Recreation Center
Upper Lawn
A Special thanks to all of our Sponsors!

intell

Google

Hollywood Wax Museum

UCLA Athletics

Texas Instruments

Skirball Cultural Center

Associated Students UCLA

It all comes back to you!
For Admissions questions (transcript submission), go to the Graduate Student Affairs Office (57–127 EIV)

Join us for one of the INFO Q&A Sessions today

We can accommodate up to 30 students per session

Add your name to one of the Sign-up sheets for one of the following timeslots:

- 12:30–12:55
- 1:00–1:25
- 1:30–1:55
- 2:00–2:25
- 2:30–2:55

LOCATION: Tesla Room (53–125 EIV)

Light refreshments available
WELCOME TO UCLA!