Graduate Student Orientation

Edoardo (Edo) Biagioni
ICS graduate chair

esb@hawaii.edu

Summary

Degree requirements: MS, PhD

Graduating:

- academic requirements
- administrative requirements

Where to find information:

- http://www.ics.hawaii.edu/ (under Academics)
- http://www.manoa.hawaii.edu/graduate/

Office of Graduate Education (aka Graduate Division)

- the Office of Graduate Education approves a number of actions leading to your graduation
  - checking requirements
  - progress forms
  - leave of absence
- for example, they make sure you are registered every semester, and don't stay here too long
- your GPA must be at least 3.0

7-year Rule

- only courses in the last 7 years count:

  graduate students at UHM must complete all degree requirements within seven years after admission to their programs.

- http://www.manoa.hawaii.edu/graduate/content/time-allowed-completion-degree

More Rules

- Continuous enrollment rule: you must either take courses (at least 1 credit) or be on leave of absence
- Enrollment the semster of graduation: if you want to graduate in semester X, you must be registered+enrolled in semester X
  - In your last semester, you will usually be enrolled for ICS 699, 700, or 800.
  - sometimes ICS 690...

Graduate Chair

- Point of contact for grad students, faculty, grad division, etc
- Good person for asking question
  - even if you just want to talk
  - may redirect you to grad division
  - or you can ask them yourself!
- Grad chair changes every 4 years

The Graduate Chair Knows Everything

- lol
- This is not a true statement!!
- I often need to ask others, or will ask you to go talk to others

M.S. and Ph.D. Degrees

- Master of Science
  - Plan A: thesis
  - Plan B: project
- Doctor of Philosophy

  (latin: Philosophiae Doctor, Ph.D.)

Comparison of M.S. and Ph.D.

- Ph.D.
  - essentially about research
  - publication of results is expected
- M.S.
  - coursework and (thesis or project)
  - less or little research
    - publication welcome, but not expected

M.S. requirements

- undergraduate deficiencies, if any
- 6 three-credit ICS courses
- 2 more three-credit courses
- 1 ICS 690 graduate seminar, present once
- 2 ICS 699 or ICS 700
  - 1 additional ICS 700 can replace 1 of the courses

M.S. Course Requirements

- undergraduate deficiencies, if any
- 6 three-credit ICS courses
  - including 1 in each of 4 areas
- 2 more three-credit courses
  - may or may not be in ICS
  - must be approved by grad chair
- 2 of the non-area courses may be 400-level
  - if taken after you join our graduate program

2 ICS 699 or ICS 700

- same advisor, same project for both
- consecutive semesters
- independent work supervised by an advisor
- one project!!!

M.S. plan B

- a project under a supervisor
- could be development rather than research
- have to write a conference-like paper at the end
  - 10-15 pages
  - usually, this is what you present at ICS 690

    (need not be the same semester in which you register for ICS 690)
- advisor and grad chair must approve the paper

M.S. plan A: proposal

- a project under a supervisor
- usually has a research component
- you choose your advisor and two more faculty to be your **committee**
- have to write a thesis proposal
  - 10-15 pages
  - your committee must approve it
    - they often give feedback
  - usually no proposal defense

M.S. plan A: thesis

- a project under a supervisor
- you do the work you proposed
- you write it up as a thesis (usually around 50 pages)
- you defend your thesis at a public defense
- your committe approves your defense and thesis
- the thesis must be turned in to grad division around March/October
- grad division expects you to have 6-12 credits of ICS 700

Advantages of plan A

- do one more 699, one less regular course
- good way to find out if you might want to do a Ph.D.
- impress employers and others
- better letters of recommendation
  - from the faculty on your committee

- or, because you really like what you are doing!

Choosing Plan A or Plan B

- choose whenever you are ready
- keep the requirements in mind as you register for courses and make other choices
- if doing plan A, need committee, proposal

How to graduate quickly

- choose your advisor and start your project early
  - no later than the end of your second semester
- take courses in each area as they come up

Finish in 2 years

- Plan B:
  - Semester #1: 3 courses
  - Semester #2: 3 courses
  - Semester #3: 1 course + ICS699
  - Semester #4: 1 course + ICS699
- Plan A:
  - Semester #1: 3 courses
  - Semester #2: 2 courses + ICS 699
  - Semester #3: 2 courses + ICS 699
  - Semester #4: ICS699/700
- Also a 1-credit ICS690 in there somewhere, maybe the last semester

Ph.D. requirements

- If you don’t already have an M.S. degree, must finish the M.S. requirements first
- take the Qualifying exam within 1 semester
- pick an advisor, do a research portfolio
- write your dissertation

→ congratulations! You're a doctor!

Ph.D. dissertation

- form a committee
  - your advisor
  - 4 more faculty
    - 1 of them external to the department
- dissertation proposal and proposal defense
  - after which you are ABD
- research and (usually) publications
- dissertation document
- dissertation defense
  - grad division expects you to have at least some ICS 800

How to finish a Ph.D.

- follow the rules
- stick with it (don’t give up!)
- to finish quickly:
  - don’t change projects
  - don’t change advisor
  - don’t fight your committee

Grad Division Forms

Only for M.S. Plan A and Ph.D.

Available at: http://www.manoa.hawaii.edu/graduate/content/forms

Form I

Processed by the grad chair once you've completed required coursework and exams

Form II

Processed by the committee and grad chair once your thesis/dissertation proposal has been approved

Bring it to your defense!!! (for Ph.D.)

Form III and Form IV

Processed by the committee and grad chair once your thesis/dissertation has been defended

Bring them to your defense!! (for M.S. Plan A and Ph.D.)