Identifying First Semester Courses
(READ THIS ENTIRE DOCUMENT)

1. As a MSE student, you will be pursuing one of the concentration or emphasis areas as described at http://www.engr.sjsu.edu/ges/ and clicking on the "On-Campus Programs" menu item.

After reading a description of the emphasis or concentration area, if you do not see a program of interest to you, then the "Special" emphasis program of study will probably be of most interest to you. For each emphasis or concentration area, there is a separate and distinct Program of Study form that can be found at http://www.engr.sjsu.edu/ges/students/forms

2. If you do not already know which emphasis or concentration area you wish to pursue, you will need to select one (based on your career interests and desires) and complete and submit the corresponding Program of Study Form.

3. If your Admission Letter lists prerequisite courses, then list them in the "Prerequisite Classes" section of the Program of Study Form. Also list the semester in which you plan to take them. You should complete or satisfy your prerequisite courses before enrolling in any MSE degree courses. Exceptions to this require the permission of the MSE Program Director or Advisor.

If you have have satisfied or have had your prerequisite courses waived, then still list them in the Program of Study and list the date they were waived and who waived them. If and when you satisfy ALL of your prerequisites, then you need to submit a completed Change of Classification Form.

4. Each emphasis/concentration area will require taking at least 2 "Common Core" courses. That is, ENGR 201, ENR 202, and or ENGR 203. Some will require taking all three courses. Look in the thesis/project track area of the MSE Program to determine which Common Core courses you must take, or check with your Advisor. Select the semester and year that you plan to enroll in these Common "Core Classes." Please select semesters and years that are after the completion of the assigned prerequisite courses. AGAIN: exceptions require the permission of the MSE Director or Advisor.

5. Select Elective and Concentration/Emphasis Classes from the menu items listed below the "Core Classes" section of the Program of Study Form. Select the semester and years for completing these courses. In general elective courses should be taken after the concentration/emphasis core courses. However, this is not always possible, given that various classes may not be available every semester or cancelled, and so forth. Check with the MSE Director, or your Advisor, if it looks like you might have to take a significant number of elective courses before core courses or your project or thesis courses.

6. Select the semester and year to complete the first of your project of thesis courses (i.e., ENGR 281). Then select a semester and year for either ENGR 298 (project) or ENGR 299 (thesis). The semester and year for ENGR 298 or ENGR 299 must be after ENGR 281 because ENGR 281 is a prerequisite to EGR 298 and ENGR 299.

7. Approval of a Program of Study is likely to be quick if courses are selected from the published emphasis/concentration area of interest. Exceptions will require the approval of the MSE Director or Advisor.

8. Students wishing to pursue a Special emphasis should first identify and be able to write a description of their educational objectives. Then review the SJSU course catalogue to identify which courses contain the content that will allow them to meet their stated educational objective. List prerequisite courses (if any) then the common core courses, then identified electives and emphasis core courses on the "Special" Program of Study Form.

9.   For each listed elective and emphasis core course listed, a justification of how it meets the stated educational objective must be provided.

10. Submit your completed Program of Study by clicking on the SUBMIT button on the form. Your form will be sent Via email. Therefore, you will need to use a computer that has an email application (e.g., Outlook, Eudora, …etc.) that has already been specified as the default email program to use on your computer. Clicking the SUBMIMT button will automatically launch the default email application, if not already running. Then a new email message window will be opened and the completed form automatically attached. Just click the SEND button on the opened new email message window.

11. Make note of the Tracking Number that is near the top of the submitted form. In a few days you should see this tracking number and its status on the MSE Forms Status web page at http://www.engr.sjsu.edu/ges/students/forms Just click on the "Form Status'" button and then click on the link to view the information sorted by tracking number or sorted by submission date.