ECE Graduate Student 2020-2021 Guide

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(Text in cyan color is hyperlinked – click on it.)
Places to Regularly Visit

because the world is continually changing...
The Graduate School webpage
http://graduate.auburn.edu

Visit HERE often!

COVID-19 Information for Graduate Students
International Student COVID-19 FAQs

New Students:
Clicking on “Current Students”...

http://graduate.auburn.edu/current-students/

Organized across 5 areas:
- Quick Links (FAQs)
- Academic Resources
- Assistantships & Funding
- Campus Resources & Organizations
- Student Life
How do I measure my progress?

Go to graduate.auburn.edu ⇒ Current Students ⇒ Academic Resources . . . Look for “. . . Checklist”

Study BOTH of these regularly!
Graduate Programs of Study

The Department of Electrical & Computer Engineering offers on-campus graduate programs of instruction and research leading to the degrees of Master of Science (M.S. - thesis), Master of Science (M.S. - non-thesis), and the Doctor of Philosophy (Ph.D.). The M.S. (non-thesis) degree program is also offered online. Instruction is offered and research facilities are available to support graduate study in control systems and robotics, digital signal processing and communications, wireless engineering, electromagnetics modeling and analysis, microelectronics and microelectromechanical systems (MEMS), magnetic resonance imaging (MRI), power systems, digital systems, and computer engineering. Additionally, individualized programs that cross the traditional boundaries of engineering, mathematics, and the sciences can be accommodated.

APPLICATION DEADLINES

(For application deadlines and the online application, see the Graduate Admissions section.)
Some Items Specific to ECE
# Two Master degree options: No differences on the diploma

<table>
<thead>
<tr>
<th>Thesis</th>
<th>Non-Thesis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typically 8 courses</td>
<td>All coursework, typically 10</td>
</tr>
<tr>
<td>4-6 credits</td>
<td>Can be completed in 12 months</td>
</tr>
<tr>
<td>“research/thesis”</td>
<td>No committee required</td>
</tr>
<tr>
<td>At least 3 committee members</td>
<td></td>
</tr>
</tbody>
</table>

Both are 30 credit hours, and can be earned in “distance” mode.

*Typical time to completion: 1 to 2 years*
ECE Doctoral degree basic elements

- 60 credit hours beyond the Bachelor degree
  - > 30 graded (A, B, C) graduate credits
  - Some credits from Master degree can count
  - > 10 credits “research/dissertation” (ELEC-8990)

- At least 4 committee members

- Three major milestone
  1. ECE PhD candidacy (replaced “qualifying exam”)
  2. AU General Exam (written & oral parts)
  3. Final defense
ECE Ph.D. Candidacy
Not on Graduate School checklist, but required by ECE!!

Visit ECE Graduate Program homepage
⇓
PhD Degree Requirements
⇓
Ph.D. Candidacy
What should I do this week?
#1: Study Graduate School homepage

Especially . . .

EDS/Master's Studies Checklist

Doctoral Completion Checklist
#2: Study ECE Graduate Program homepage

A. Your Degree Requirements (Master, Doctoral)

B. 2019 ECE Graduate Student Handbook

A wealth of details!
No advisor yet? See Prof. Hung (ECE GPO).
#4: Register for courses

Login to AU Access ⇒ My Academics ⇒ Registration and Advising
#4: Register for courses – Important ECE points...

- Register online through day #5 of semester.
- To keep tuition waiver, ECE deadline is day #5 of semester.
- Days #5 through #15: Instructor consent + loss of finger
- Register as early as possible
  - Courses may become full or be cancelled
  - Bill does not have to be paid until day #8th of semester
- Research & Thesis/Dissertation hours (ELEC-7990/8990)
  - Can self-register for 1 hour
  - Need more hours? Email Ms. Elizabeth Gowan desired TOTAL hours, 9-digit Banner ID, and advisor’s name.
- Course numbers ending in “6”, like ELEC-7506, are for distance (online) students.

Fall 2020 Day #5 was Friday, Aug. 21!
#5: Visit Ms. Faith Fain

Her office is in Broun 200 – wear a face covering, please!

- We want your picture for the bulletin board directory!
- If you have a new GTA/GRA/GA, there was paperwork to do.
- GTA/GRA/GA have mailboxes – talk to Faith.
#6: Start/update your ePortfolio

- **Personal website:** Showcases your learning and skills
- **Satisfies mandatory annual report (ECE PhD students)**
- **Resources:** Office of University Writing ePortfolio Project
  - “How to …” videos
  - Example ePortfolios
  - Personalized help at Miller Writing Center
- **A nice ECE example**
#7: Take Annual Conduct Policy Training

Mandatory for **ALL Graduate Assistants** (GRA, GTA, GA)!
Graduate School will soon contact you, but here is the online training video (just 32 minutes).
#8-A: Are you graduating soon (Master student)?

Visit the Graduate School page for Graduation. Main points are:

1. Submit your plan of study for approval, using DegreeWorks.
2. Submit your Committee Selection Form (if applicable)
3. Apply for graduation with the Graduate School – login to AU Access.

**Must do the above one semester **BEFORE** graduation term!**
#8-B: Are you graduating soon (doctoral student)?

Visit the Graduate School page for Graduation. Main points are:

1. (Optional) **ADD** a non-thesis Master (MSNT) plan of study for approval.
2. Apply for graduation with the Graduate School.

*Must do the above one semester **BEFORE** graduation term!*

I can write the basic ideas, but perfecting the presentation takes so much time!

Consider hiring a professional editor . . . your professors do!

Talk to the GPO . . .
Paying for school . . .

1. GA/GRA/GTAs and fellowship recipients often receive a tuition waiver.
2. The waiver does not show up the same time as the course bill.
3. Give the system a few weeks to digest inputs from many offices . . .
EMERGENCIES
&
Problems
Fire, safety, medical

1. Call **911**
   - any phone
   - emergency call box (blue or green light on top)

2. Stay on the phone, and give information:
   - Your name, phone number, and your location
   - Location of the emergency
   - Nature and extent of the emergency
Safety Resources

- AU Campus Safety & Security
- City of Auburn Public Safety
- Night Security Shuttle Service
  - phone: 334-844-7400
  - 6 p.m. – 7 a.m.
  - on-campus locations only
Problems that are NOT emergencies

**Daytime:** Notify ECE main office, call 334-844-1800

**ANY time:** Call 334-844-HELP

Examples:
1. water leak
2. loss of electrical power
3. elevator not working
4. strange odor (e.g. gas)
Overloaded life?

- Do not despair – Ask for help!
- Know your DROP deadlines – Study the Academic Calendar!
- Be flexible – be open to changing directions.
Reviewing DROP deadlines...

<table>
<thead>
<tr>
<th>No penalty</th>
<th>Before day #5 of semester: Friday, Aug 21</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100 per course, no grade</td>
<td>Days #5 through #15: Friday, Sep 4</td>
</tr>
<tr>
<td>No refund, grade W</td>
<td>After day #15 though last class day: Tuesday, Nov 4</td>
</tr>
</tbody>
</table>

**REMEMBER**

Grade W does not affect GPA, but Grades WF and F endanger academic standing!
Two personal thoughts . . .

1. Your are more than mind and body . . . grow spiritually

2. Hone your communication skills
   - Take every opportunity to speak
   - Use \LaTeX{} (thesis and doctoral students)
Questions? Come see us – earlier is better than waiting!

But wear a face covering this fall . . . (coronavirus)!

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