

WEST VIRGINIA UNIVERSITY
BENJAMIN M. STATLER COLLEGE OF ENGINEERING AND MINERAL RESOURCES

GUIDANCE FOR COMPLETING YOUR MASTERS DEGREE PLAN OF STUDY

The Plan of Study has many pull-down menu selections making it easier to complete. All other areas are to be typed. Please refer to the graduate catalog for additional information.

- I. Select your major from the drop down menu. NOTE: If you are only doing a certificate skip to Item III
- II. Select your area of emphasis. NOTE: Only Area of Emphasis approved by the University is listed. If you're not completing any of the following then leave blank:
- III. Select your Certificate area. NOTE: Only Certificates approved by the University are listed. If you're not completing any of the following then leave blank
- IV. List courses being used for your degree/certificate and any preparatory courses that were required
 - a. If no preparatory courses are required, please write 'none'
 - b. If need more space, complete the form again for two pages.
- V. Give course numbers identified by University (ex. MAE 697)
- VI. Give course title
- VII. Give credit hours, only indicate hours in the non-degree column if the courses are not used towards your degree.
- VIII. Give grade (leave grade blank if you're taking the course or plan to take the course)
- IX. Semester Completed: ex.: 202201 (Spring 2022) – 202205 (Summer 2022) – 202108 (Fall 2021)
- X. Research hours: Indicate **only** the hours needed for degree, not all hours taken.
- XI. Mark courses used to complete the degree (DEG) or certificate (CER)
 - a. If completing an AOE, please mark course with an asterisk after the course number (ex. EE 456*)
- XII. Minimum credit hours:
 - a. MS Thesis = 24 course work credit hours plus 6 research credit hours.
 - b. MS Problem Report = 30 course work credit hours plus 3 research credit hours.
 - c. Course Work = 33 course work hours; except Civil Engineering & Safety Management = 36 hrs.
- XIII. Research Title: Title given to research project
- XIV. Using an "X", select option for earning your degree: Thesis – Course Work – Problem Report.
- XV. Complete committee section: Refer to the College's Guidelines for Graduate Programs for committee requirements.
- XVI. Obtain signatures of all listed individuals, **except** the Associate Dean for Academic Affairs.
- XVII. Submit completed/signed Plan of Study to Student Services, Room 141 Engineering Science Building

Note: To graduate, a **cumulative GPA of 3.0** is required of ALL courses taken as a graduate student, including remedial undergraduate classes if a grade was received, not just those shown on the submitted Plan of Study.

WEST VIRGINIA UNIVERSITY
BENJAMIN M. STATLER COLLEGE OF ENGINEERING AND MINERAL RESOURCES
M.S. PLAN OF STUDY FOR

Preliminary Final

Area of Emphasis in

Certificate in

Name:

Student ID:

Course Subj/No.	Course Title (for special problems and independent study, give subject)	Semester Cr. Hr.		Grade	Semester Comp.	Deg	Cer
		Deg	Non-Deg				
PREPARATORY COURSES							
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
REQUIRED COURSES							
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
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						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
Total Credit Hours:						<input type="checkbox"/>	<input type="checkbox"/>

Research Title:

Thesis Program

Problem Report

Coursework only

Approvals	Name (Typed)	Dept. (Abbrev)	Approval Signature	Date
Student				
Committee Members				
Committee Chairperson				
Graduate Program Cord.				
Department Chairperson				
Associate Dean for Academic Affairs	Dr. David A. Wyrick	Statler		