

Regular MS Requirements, Process Notes and Timeline

Classes: 36 units of course work in major or related subjects. Approved by faculty advisor & grad advisor.

Attend Hewett Club: External speakers give research seminars. No units.

250 Seminars: (12-1pm) on Mondays. Enroll for GEO 250 every quarter. 1 unit.

4x4: Minimum 12 units of grad courses taught by 4 different faculty members. See the current academic year's course catalog and work out which classes you want to take, with the help of your advisor. For 2020-2021, the course catalog is located here:

https://studentdocs.ucr.edu/registrar/UCR_Catalog_2021-22.pdf

Doesn't need to be for a letter grade, but needs to be a "real" class (ideally a 4-credit course). Possible to have upper-division undergrad course count, but needs special approval from grad advisor. Most people will take four 4-unit classes, for 16 units here.

Up to 12 units of thesis research (i.e., 299M = "Research for Master's Thesis") can count toward 36 total, but no more than 12.

If you TA, sign up for GEO 301 (Teaching of Geosciences at the College Level)/302 (Teaching Practicum). 1 and 1-4 units, respectively.

All 1st years: take GEO 201A (Research and Proposal Design) in Winter Quarter (2 units). Covers how to design and give an effective research presentation. Also take the subsequent professional development course, GEO 201B (Proposal Writing and Review) in Spring Quarter (also 2 units).

May also take additional, relevant classes to get to 36 credits.

*** In 2 years, that's 6 units 250, 16 units 4x4, and 10 units research: 32 units. Plus 2 units for GEO 201A and 2 units for GEO 201B. Total = 36 units! BUT, if one or two of your 4x4 classes are only 3 credit classes then you must make up the extra 1-2 units with another class or research seminar that you must sign up for.*

Must have at least 12 units/quarter to be considered full-time! Fill in rest with additional research units to stay at 12 units per quarter in your 299M form. The 299M form is filled out in consultation with your advisor on a quarter by quarter basis, and it must contain your research goals for the quarter. The new DocuSign form should be used, which is located here:

https://epsci.ucr.edu/forms#academic_forms

MS Thesis and Committee

Choose your MS thesis committee with help from your faculty advisor. There are 3 faculty on the committee, including your advisor (as Chair), and two other UCR faculty. This means that your thesis needs to be well planned out by end of the 1st year (necessary anyway if you are going to graduate only a year after that).

Written thesis proposal abstract is due to thesis committee, ideally by the end of the 3rd quarter (just a paragraph—really simple).

Content and length of thesis are to be agreed upon by student, advisor, and thesis committee.

Submit your thesis to your committee, at least 2 weeks prior to the oral thesis defense (so that your committee can thoroughly read your thesis).

Oral Thesis Defense

Presentation of Thesis research to general department/campus audience. Sometimes there is a committee question time/grilling afterwards but not compulsory (this isn't a Ph.D. defense)

MS Suggested Timeline

- 2nd qtr: complete course in giving research presentations, GEO 201A (2 units)
- 3rd qtr: submit written proposal abstract, take GEO 201B (2 units)
- 3rd qtr: present research proposal in graduate seminar (GEO 250)
- 4-5th qtr: complete four elective graduate courses (16 units needed)
- 6th qtr: defend thesis

Additional Steps (Graduation Procedures)

In general, please see the Graduate Division webpages, including:

<https://graduate.ucr.edu/dissertation-and-thesis-submission>

Below is a summary of the most important steps:

1. Review your degree audit via R'Web (see Degree Audit icon under your authorized applications menu). Confirm all requirements have been or will be completed by the end of the quarter you wish to graduate. Discuss any discrepancies with John Herring.
2. Fill out the Master's Application for Candidacy in R'Grad appropriate for the master's plan you are completing (for EPS, this is Plan I). For Plan I (a Thesis), you must formally nominate your Thesis committee as part of the advancement process. **The application for advancement to candidacy is due by the first day of instruction of the quarter you plan on graduating.**
3. Apply to graduate via R'Web. The application will be available once registration begins for the quarter you wish to graduate. **The deadline to apply is typically the Monday of week 4.**

4. Written thesis formatting available through Grad Div. Every student planning to file and graduate must submit a dissertation/thesis for format review **at least two weeks** prior to the final filing deadline. This includes a LaTeX template which does all pagination etc. for you. LaTeX is not too hard to learn and other grad students can probably help if you have questions. The Graduate Academic Affairs office holds workshops each quarter (in person and online) to help students understand the requirements. The workshops are typically held in week 5 but be sure to check your R'Mail for announcements. **NOTE: The last day to complete all degree requirements is typically the last day of finals week at Noon PST.**

Additional Considerations

Residency

Out of state students need to establish residency. In order to avoid very high out of state fees, be sure to establish residency in California as soon as possible. You can do this by: registering to vote in CA, getting a CA driver's license, and opening a CA bank account.

TAships versus GSR

Grad Advisor assigns TAships for various undergrad classes taking faculty and student preferences into account. So, talk to advisor / class prof / Grad Advisor if you have strong preferences about TAing.

This has to be worked out quarter-by-quarter because Grad Advisor doesn't immediately know funding situation. Depends on your faculty advisor deciding on whether they will put you on GSR or TA. Then a list of all the grad student requiring a TA can be drawn up and best fits for particular classes worked out.

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