

Doctor of Philosophy (Ph.D.)

Program Preliminary Examination Guidelines

Department of Mechanical and Industrial Engineering

A. Description

A total of 108 semester hours beyond the Bachelor of Science degree is required. A minimum of 64 semester hours must be in regularly scheduled graduate level courses (not including ME/IE 599) and at least 28 semester hours, excluding ME/IE 596 and ME/IE 599, must be in 500 level courses. A minimum of 8 semester hours in graduate courses offered by the Department of Mathematics and Computer Science is required. The following courses may be counted as part of the Math requirement: ME 494 and ME 594 for the ME majors and IE 471 and IE 472 for the IE majors. A minimum of 44 semester hours of ME/IE 599 thesis research is required for Ph.D. dissertation. There is no foreign language examination requirement for the Ph.D. degree in the Department.

If upon admission the student has a Master of Science degree in his/her area of specialization, then among the above requirements the student is granted 12 semester hours of 500 level course credit included in the 32 semester hours of total credit granted by the Graduate College for a prior master's degree. Therefore, this means that a student with credit for a prior M.S. degree must complete at least 16 semester hours in 500 level courses and at most 16 semester hours in 400 level courses to satisfy the course requirement for the Ph.D. degree.

Admission to the Ph.D. program is not automatic for those completing the M.S. degree in the Department. A student desiring to continue graduate study in the Department beyond the M.S. level must obtain from the Graduate Coordinator the "Request for Change of Graduate Program" form.

Although each student is initially assigned a temporary academic advisor, the student is responsible for selecting a permanent thesis advisor. The thesis advisor should be selected by the end of the second semester or no later than after the completion of 20 semester hours of course work.

PhD Preliminary Examination Guidelines

- The minimum GPA requirement for PhD graduate students is 3.5/4.0. There are no exceptions to this rule.
- The GPA's are calculated using grades from 8 courses for MS to PhD or 14 courses direct PhD students.
- MS to PhD students are allowed to retake or substitute up to 3 courses to meet the minimum GPA requirement and direct PhD students are allowed to retake or substitute up to 5 courses to meet the minimum GPA requirement. Note: All courses used to calculate a student's GPA must

satisfy the requirement of the PhD program in which the student is enrolled.

- The GPA for transfer students is determined using grades that UIC assigned to their courses when transferred.
- Students have up to 12 months to complete their Preliminary Examinations after completion of all course work and if the students have satisfied the minimum GPA requirement.
- The Preliminary Examination must be taken no later than one semester prior to the student's final defense. The 12 month period starts once a student completes the course work and GPA requirements, NOT when the Director of Graduate Studies receives a request form for the Preliminary Examination.
- An oral examination will be included in the Preliminary Examination after the presentation of the preliminary work is completed. In preparation for the oral exam, a written proposal must be submitted to the thesis committee at least two weeks in advance of the Preliminary Examination. Students are also encouraged to submit copies of their published/accepted papers to the committee.
- The written proposal should be prepared using the National Science Foundation Proposal Guideline Criteria and must address Intellectual Merit of Research. This document must be 10-15 pages long with single line spacing. An 11pt Times New Roman font should be used with 1" margins. References are not included in this page limit.
- It is the responsibility of the student to demonstrate fundamental understanding of the material in their research proposal.
- To monitor their student's progress, each advisor will be provided with the students' transcripts. The DGS will be provided with a spreadsheet to keep track of the student's progress and to determine when a student has satisfied the course and GPA requirements.
- If a student fails the Preliminary Examination, she/he has up to six months to retake the exam and must wait at least one semester before taking the final defense.
- External committee members are encouraged but not required to attend the Preliminary Examination.

The Graduate College requires that a student with prior M.S. degree complete the Ph.D. degree within seven years of the date of the initial registration in the Ph.D. program.