

CEE Student-Instructor Contract for Enrollment in:

Advanced Undergraduate Research, Independent Study, Directed Research, or Master's Thesis

This form should be completed by the participating student and the supervising faculty mentor and submitted to the Department of Civil and Environmental Engineering *prior to* the student's enrollment in the applicable class.

Specific course (pull-down menu):

Student name:

Student U-number:

Semester (e.g., Spring 2024):

Supervising faculty mentor:

Faculty contact info (e-mail and/or phone):

Course section number (e.g., CGN 4914-003):

CRN (e.g., 19178):

Number of units/credits to be earned:

Description of the work to be completed by the student, including a clear statement of the problem to be addressed, objectives, work plan, and deliverables (attach additional pages if needed):

Plan for student-faculty meetings (in person or virtual? frequency? how much time per meeting? location? etc.):

Description of how the student will present results or findings to the supervising faculty mentor (e.g., written report, oral presentation, poster presentation):

Description of how the student's grade will be determined by the supervising faculty mentor (including grading scale and weighting of deliverables, as needed):

Thesis option MSCE and MSEV students: If you are planning to defend your thesis and graduate this semester, **attach the draft introduction chapter of your thesis.**

Student signature and date

Instructor signature and date

Additional page *for Ph.D. students only*

Progress Report

To be filled by student and signed by their major professor.

What courses do you have remaining to meet the coursework requirements for the PhD?

When will you submit your committee form for approval (month, year)?

(Note that the committee form must be submitted the semester before taking the qualifying exam.)

Describe progress on your proposal:

When will you take your qualifying exam (month, year)?

(Note that students should take the qualifying exam within 3 to 4 semesters after completing the master's portion of the PhD.)

Describe the progress on your manuscript(s). Provide the draft title, the target journal and the date you plan to submit the manuscript. (Note that all doctoral students must have at least one manuscript accepted for publication in a peer reviewed journal)

By signing below as this student's advisor/major professor, I confirm that I have reviewed and verified the above information about their progress in the Ph.D. degree program.

Major professor's signature and date