

MSEE Concentration Policies

1. All department requirements for a masters degree apply (e.g. time limitations, number of credits).
2. Each student must have an academic advisor. The academic advisor will work with the student to develop his/her Concentration Degree Plan, and approve the plan by signing off on it.

Each concentration has an assigned advisor, who will serve as the academic advisor for each incoming student in that concentration until a permanent academic advisor is identified.

The assigned academic advisor for the Custom Degree Plan is the chair of the EE Graduate Committee.

3. Each full time and part time MSEE student must submit a Concentration or Custom Degree Plan, approved by his/her academic advisor, by midterm of his/her first semester of taking courses to be applied to the MSEE degree. A student enrolling in the BSEE/MSEE 5 Year Program must submit a Concentration or Custom Degree Plan with his/her 5 Year Program application (i.e. prior to taking any courses to be counted towards the MSEE degree).
4. It is emphasized that a student is welcome to modify his/her Concentration Degree Plan as follows:
 - (a) Course changes within a concentration area: subject to the approval of their academic advisor.
 - (b) Course change for a Custom Degree Plan: subject to the approval of the academic advisor and the EE Graduate Committee chair.
 - (c) Change of academic advisor: for students who are or have been supported as Research Assistants (RAs), this is subject to the approval of the EE Graduate Committee (after consultation with the previous academic advisor); for all other students this is subject to the approval of the new academic advisor.
 - (d) Change of concentration area: subject to the requirements of the new concentration and in consultation with a new academic advisor in the new concentration area.
 - (e) Change between the Custom degree Plan and a Concentration: subject to the approval of the EE Graduate Committee chair and the academic advisor.
 - (f) Deviation from the requirements of a Concentration: subject to the approval of the faculty Professional Group responsible for the Concentration.

In all cases the new (proposed) Degree Plan must be submitted for approval.

5. A student can only register for a course if that course is consistent with his/her degree plan. Helen Cook will approve registration forms, and provide a registration PIN number.

So, changes to a degree plan must be made prior to registering for any course added to the degree plan.

6. Transfer Credits: no changes from the existing practice. Transfer courses are equated to existing Villanova courses, which in turn must satisfy concentration course requirements.
7. Grandfather Rule: any student admitted beginning Spring 2010 will be required to submit a Concentration/Custom degree plan. For a BS/MS 5 Year Program student, the undergraduate class of 2010 forward will be required to declare a concentration.

A student admitted to the MSEE Program prior to Spring 2010 must submit a Concentration/Custom Degree Plan or an Old Degree Plan Form by midterm of Spring 2010 or, if not registering for Spring 2010, prior to his/her first registration after Spring 2010.