ECSE BS/PhD Program



**|**

Application Instructions

1. Complete the three-page application following this page. This application is the

ONLY one you will need for entrance into ECSE’s BS/PhD Program.

Department of Electrical, Computer, and Systems Engineering

2. Include a one to two-page resume.

3. Work with undergraduate or prospective BS/PhD Advisor to develop a course plan and plan of study.

4. Send all items to [kritzk@rpi.edu](mailto:kritzk@rpi.edu), with the subject line “BS/PhD Application”; or mail or deliver to:

ECSE BS/PhD Program Rensselaer Polytechnic Institute JEC-6003

110 8th Street

Troy, NY 12180-3590

5. Submit a transcript (unofficial is fine) along with all other paperwork.

6. Ask two faculty members to complete the attached recommendation forms.

The recommenders should email their recommendation forms directly to [kritzk@rpi.edu](mailto:kritzk@rpi.edu). It is highly recommended that one of the references be completed by the prospective PhD Research Advisor.

Rensselaer Polytechnic Institute

110 8th Street | Troy, NY 12180-3590 | JEC-6003

<http://www.ecse.rpi.edu>

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| **Requirements** | Please submit the following | **Intended semester of entrance** |
| - Completion of four academic terms | - This completed form | **to program** |
| - Overall GPA of 3.5 or above | - Resume | Spring/Fall/Summer |

- College transcripts (Circle one) Year

**PLEASE PRINT CLEARLY** - Two letters of recommendation from faculty

**PERSONAL DATA**

**SEND TO** Male Female

Graduate Program Administrator (ECSE

\

JEC 6003

\_ **Citizenship**

Last Name/Surname First/Given Middle Jr., II, III, etc. Former or Other Names United States citizen

Permanent Resident of U.S.

Citizen of

**Permanent address**

Nation

Number and Street or P.O. Box, Rural Route or Apt. No .Native Language

**Check if you are an international**

City State/Province Zip/Postal Code Country **applicant.**

Home Phone ( ) Work ( ) Fax ( )

**For international applicants only**

Area code or Country/City code Area code or Country/City code Area code or Country/City code **Will you need an I-20 or DS2019 issued?**

Yes No

If yes, which one? I-20 DS2019

**Temporary mailing address**

**If you are currently in the United States,**

Number and Street or P.O. Box, Rural Route or Apt. No. **please indicate the type of visa you have:**

F-1 J-1

City State/Province Zip/Postal Code Country Other (please specify) Visa expiration date / /

Temporary phone ( ) Temporary Work ( )

Area code or Country/City code Area code or Country/City code

Until what date may we reach you at the temporary address?

Country of birth

Email address

RIN # **6 6**

Date of birth

Month/Day/Year

**Optional: How would you describe yourself**? (Please check one) Mexican American, Chicano

American Indian or Alaskan Native African American, Black, Afro-Caribbean (non-Hispanic) White, Anglo, Caucasian (non-Hispanic) Asian or Pacific Islander Hispanic, Latino (including Puerto Rican) Other (specify)

PROGRAM INFORMATION

Please check your chosen Ph.D. degree program

Electrical Engineering (ELEC) Computer and Systems Engineering (CSYS)

Intended areas of research or specialization, if any (see <https://ecse.rpi.edu/research> for research areas in ECSE)

**ECSE B.S./Ph.D. Program (Page 2 of 3)**

Last Name/Surname First/Given Middle Jr., II, III, etc. Former or Other Names

**ACADEMIC INFORMATION**

A listing of all universities, technical schools, and language training programs you have attended, regardless of whether or not a degree was completed, is required. Grade point average (GPA) must be provided. Incomplete or falsified transcript or GPA information may result in denial of admission.

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| Name of Institution  (MOST RECENTLY ATTENDED) | Dates of Attendance  From To  (Mo./Yr.) (Mo./Yr.) | | Major Field | Degree  (B.S., M.S., none, etc.) | Received or  Expected  Mo./Yr. | Overall  GPA |
| **1.** Rensselaer |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |

**FINANCIAL AID STATUS FOR FULL-TIME TROY CAMPUS APPLICANTS ONLY (*No other financial aid information is required)***

**Please indicate the type of Rensselaer financial aid you will require to complete your chosen Doctoral degree upon completion of B.S.**

None Full aid required

**If you answer “yes” to either of the following statements, please attach a separate statement.** Have you ever been expelled or suspended from a post-secondary institution? Yes No Have you ever been convicted of a felony? Yes No

**CERTIFICATION**

I hereby certify that the information given by me on this application is complete and accurate in every respect, and the information I have submitted as an applicant for admission is my own work. I understand and agree that any misrepresentation may be cause for denial or revocation of admission or subsequent dismissal from Rensselaer.

SIGNATURE OF APPLICANT

Date

Last Name/Surname First/Given Middle Jr., II, III, etc. Former or Other Names

**Your completed application includes answering questions 1 – 3. If more space is needed, please attach an additional page.**

1. What areas of ECSE interest you?

2. Do you have previous research experience? If so, describe the experience briefly. If not, why are you interested in research?

3. Describe any other reasons that motivate you to apply to the ECSE B.S./Ph.D. program.

**Electrical, Computer, and Systems Engineering BS-PhD Program**

**LETTER OF RECOMMENDATION FORM**

|  |  |
| --- | --- |
| **APPLICANT: Please send this form with each of your invitations for letters of recommendation.** | |
| **Student Name**  **Areas of Interest** | RIN  Email Address  Date Submitted |
|  | |
| **BUCKLEY AMENDMENT WAIVER**  ***The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment)*** allows you to access your educational  records at Rensselaer. You may waive your right of access to this specific report if you so choose. Your decision to waive or not to waive your right of access will have no bearing on the handling of your application. | |
| **I do do not waive my rights to access this report.**  **Waiver Signature Date** | |
|  | |
| **CERTIFICATION**  I confirm that I did not write any portion of this recommendation, either in whole or in part, or have any involvement in its drafting or submission. | |
| **Certification Signature Date** | |
|  | |
| **RECOMMENDER:** Please use the following page or a separate sheet for your detailed comments and evaluation. | |
| The student named above has applied for admission to the BS-PhD Program in ECSE.  The Admissions Committee will carefully consider your recommendation as part of the student’s application. Please highlight: *academic performance, motivation, maturity, emotional stability, group interaction skills, integrity, reliability, communication, and perseverance, as well as major strengths or weaknesses.*  Thank you for telling us about your experiences with this student. If the student has waived his/her right to access this report above, the information will be treated as confidential. | |
| **Recommender’s Name**  **Relationship to Applicant** | Email Address  Date Submitted |
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| **How well do you know the applicant?** | |
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| **I would rate this candidate’s suitability for the BS-PhD Program as:**  **Exceptional Very Good Good Acceptable Not acceptable**  **(Top 5%) (Top 15%) (Top 30%) (Top 50%) (Bottom 50%)** | |
|  | |
| **Please use the following space or attach a separate sheet for your more detailed comments and evaluation**  Please Email completed recommendation to Kelley Kritz ([**kritzk@rpi.edu**](mailto:kritzk@rpi.edu)) | |
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**Electrical, Computer, and Systems Engineering BS-PhD Program**

**LETTER OF RECOMMENDATION FORM**

|  |  |
| --- | --- |
| **APPLICANT: Please send this form with each of your invitations for letters of recommendation.** | |
| **Student Name**  **Areas of Interest** | RIN  Email Address  Date Submitted |
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| **BUCKLEY AMENDMENT WAIVER**  ***The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment)*** allows you to access your educational  records at Rensselaer. You may waive your right of access to this specific report if you so choose. Your decision to waive or not to waive your right of access will have no bearing on the handling of your application. | |
| **I do do not waive my rights to access this report.**  **Waiver Signature Date** | |
|  | |
| **CERTIFICATION**  I confirm that I did not write any portion of this recommendation, either in whole or in part, or have any involvement in its drafting or submission. | |
| **Certification Signature Date** | |
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| **RECOMMENDER:** Please use the following page or a separate sheet for your detailed comments and evaluation. | |
| The student named above has applied for admission to the BS-PhD Program in ECSE.  The Admissions Committee will carefully consider your recommendation as part of the student’s application. Please highlight: *academic performance, motivation, maturity, emotional stability, group interaction skills, integrity, reliability, communication, and perseverance, as well as major strengths or weaknesses.*  Thank you for telling us about your experiences with this student. If the student has waived his/her right to access this report above, the information will be treated as confidential. | |
| **Recommender’s Name**  **Relationship to Applicant** | Email Address  Date Submitted |
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| **How well do you know the applicant?** | |
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| **I would rate this candidate’s suitability for the BS-PhD Program as:**  **Exceptional Very Good Good Acceptable Not acceptable**  **(Top 5%) (Top 15%) (Top 30%) (Top 50%) (Bottom 50%)** | |
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| **Please use the following space or attach a separate sheet for your more detailed comments and evaluation**  Please Email completed recommendation to Kelley Kritz ([**kritzk@rpi.edu**](mailto:kritzk@rpi.edu)) | |
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**BS-PhD APPLICANT UNDERGRADUATE-GRADUATE PLANNER**

Page **1** of **3**

**NAME RIN \_ UG DEPARTMENT** *Please note that any course applied to the undergraduate degree should be labeled UG and any course being applied to the graduate degree should be labeled G. Be sure that the information listed matches what is listed on the Degree Works and Plan of Study. Courses can only be applied to one degree‐ credits cannot be split or shared between the undergraduate and graduate degrees.*

***Semester (F/S/U) Year***

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UG Credits: G Credits: Total Credits:

**Please use as many sheets as necessary to map all of your remaining semesters.**

Page **2** of **3**

***Semester (F/S/U) Year***

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UG Credits: G Credits: Total Credits:

Page **3** of **3**

***Semester (F/S/U) Year***

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UG Credits: G Credits: Total Credits:

Department of Electrical, Computer, and Systems Engineering

Program Planner

Doctoral Program in Electrical, Computer, and Systems

Engineering

***(for students entering with a bachelor’s degree)***

*Name Entry Term*

Graduation Requirements**: 72 credits**

√ A minimum of 2/3 of the total course credits listed in the Plan of Study must be at the 6000-6999 level.

ECSE Dissertation is not considered course work credit and does not count toward the 2/3 rule.

√ 3-4 credits in advanced mathematics (4000-6000 level)

√ No more than 15 credits of 4000-level courses can be applied to the overall 72 credit plan of study. This includes applying a MATH course at the 4000-level.

√ No 1000 or 2000 level course may be applied toward the degree.

√ Register for 12-36 credits of dissertation (ECSE-9990) with advisor approval

**\*Students should work with their advisor to determine the best Plan of Study (POS) and be sure to have a total of 72 credits while following the above requirements.**

Course # Course Title Credits Term/Year

**I. Advanced Mathematics Course (3-4 cr.)**

MATH-

**II. ECSE Courses (exact credit number depends upon I, II, IV)**

ECSE- ECSE- ECSE- ECSE- ECSE-

**III. External courses from the Schools of Science or Engineering, or additional**

**ECSE courses. (exact credit number depends upon I, II, IV)**

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**IV. Dissertation Credits (12-36 cr., exact number depends upon I, II, III)\***

ECSE-9990

ECSE-9990

ECSE-9990

ECSE-9990

ECSE-9990

Total Credits: 72 (total courses and credits completed)

**Graduate Plan of Study**

Name



RIN

Email

Expected Graduation Date Advisor

Degree M.S. M. Eng. M.B.A. M. Arch. M.F.A. Ph.D. D. Eng.

Program \_\_

Dual Degree

Check if Co-terminal

¹F=Fall, S=Spring, U=Summer

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| **Course**  **Subject** | **Course**  **Number** | **Course Title** | **Credit**  **Hours** | **Semester** | | **Check where appropriate** | | | |
| **F S U¹** | **Year** | **Required** | **Elective** | **Transfer** | **Waived** |
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\*Shared Courses (Dual Degree Programs Only)

See Instructions **Total Credit Hours**

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| **Student Signature Date** | | |
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| **Advisor Signature Date** | | |
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| **Graduate Program Director Signature Date** | | |

**Please submit original to Office of Graduate Education (OGE)**

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OFFICE OF GRADUATE EDUCATION APPROVAL:

Signature

Graduate Education will send copies to: Registrar Department

Date

Plan Status New

Revised

Revised November 2017

**GRADUATE PLAN OF STUDY INSTRUCTIONS**

**GENERAL**

You must submit a Plan of Study (POS) **before end of your second semester in your program**. Your POS is your plan for completing your entire degree. If your plans change after you submit your POS, you can submit an updated version at any time. Most graduate students revise their POS several times before they graduate. Awarding of the degree is based on satisfactory completion of Institute requirement and on satisfactory completion of all courses listed and approval of any transfer credits.

**Submit an updated and revised POS every time you change your coursework or timeline. An incomplete or inaccurate POS will not be approved by OGE. All plans should be typed.**

List all courses that will be applied toward the degree. For every course you list, indicate:

 **Course subject / number / title**

 **Credit hours received for the course** (Students should list these credits in *chronological order of registration*, and should stop listing credits once they have listed the minimum number required for the degree,

even if they have earned additional credits beyond the minimum*. Please do not include 0 Credit courses* such as

ADMN 6700: Orientation Seminar for Grads.)

 **Semester in which the course has or will be completed**; including the year (i.e. F 2017)

 **Whether the course is required, elective, transfer or waived**

 **Total number of credits** (which should be equal to the number of credits required for the degree: 30, 45, 60,

72, or 90 are the only possible credit totals)

**TRANSFER CREDITS**

If a course is listed as a transfer, the transfer credits  **must be approved by the department and OGE and on file with the**

**Registrar’s Office** before they can be applied toward a degree. You should verify that the Transfer Credit Approval Form and an official transcript showing the completion of the course are on file with the Registrar’s Office. Because the residence requirement for the master’s degree is 24 credit hours, no more than six credits may be transferred toward the master’s degree and they cannot have been used for another degree. Students in a doctoral program not applying a full Master’s degree cannot transfer more than 24 credit hours toward a 72 credit hour degree and no more than 42 credits toward a 90 credit hour degree. Students cannot transfer courses from a completed degree earned outside of the Institute to their RPI Master’s/PhD program.

**WAIVERS**

If a course is listed as waived, it must be replaced by another course to total the appropriate number of credits required fo r the degree. This does not apply for the M. Arch program.

**MASTER’S DEGREE**

The Plan of Study must contain 30 credit hours (45 for the MBA and 60 for the MFA) beyond the bachelor’s degree with satisfactory grades.**2** At least half of the total credit hours presented toward the degree must have the suffix numbers 6000-7999, with the further limitation that no more than 15 credits of 4000-4990 courses are allowed (see program for other departmental rules). The master’s degree must be completed within two and one-half years. Students enrolled in part-time and Advanced Professional Studies programs must complete the degree within three and one-half years. 2000 level courses cannot be applied towards a master’s degree.

**DUAL MASTER’S DEGREE**

If you are receiving a dual degree, please list your other degree in the “Dual Degree” field. A POS must be filed simultaneously for both degrees. Please be aware that only six credit hours used for one master’s can be applied to a second master’s degree. **Courses being “shared” between the two degrees should be marked by an asterisk (\*) after the course title.**

**DOCTORAL DEGREE**

The POS must contain 72 credit hours beyond the bachelor’s degree (48 must be earned at Rensselaer with satisfactory grades). Some programs require 90 credits (48 must be earned at Rensselaer with satisfactory grades); please check individual departmental policies. In satisfying degree requirements, at least two-thirds of the total credit hours, excluding thesis, must contain the suffix numbers

6000–7999, with the further limitation that no more than 15 credit hours of 4000-4990 courses are to be allowed for a 72 credit hour doctorate or no more than 21 credit hours of 4000-4999 courses for a 90 credit doctorate. The degree must be completed within seven

years (five years if entering with a Master’s degree) of the first course applied to the degree. 2000 level courses cannot be applied towards a doctoral degree. For students entering a PhD program with a relevant Master’s degree or who earn a Master’s degree along the course of the PhD program: you may apply up to 24 credits toward your PhD for advanced standing. See restrictions for 4000-level courses. For Master’s degrees from outside of the Institute, a copy of the transcript must be submitted to OGE with 6000 -level courses and equivalent courses highlighted. Not all credits may be applicable to the two-thirds rule if not at the 6000 level.

**NOTE**

In addition to meeting the institute requirements, *the plan must adhere to all departmental regulations*.

After you complete the plan, sign it and meet with your adviser for his/her signed approval. After your adviser approves the plan, forward it to the appropriate person in your department for approval.

When the plan receives departmental approval, send the original to OGE. Upon OGE approval, a copy will be filed with the registrar’s

office.

**2SATISFACTORY GRADES**

The average of all grades used for credit toward an advanced degree must be B (3.0) or better. Courses with a D grade cannot be applied to a plan of study.