

Civil, Environmental, and Architectural Engineering Course Agreement

(This form is used to enroll in: Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis)

Name: _____ CU Student ID #: _____
CU email: _____ Local phone: _____
Major: _____ Class standing: BS/MS M.S. PhD
Degree pursuing: _____ Cumulative GPA: _____
Faculty member: _____ Semester: _____
Course #/Section #: _____ Credit hours (1-10): _____

Please state the previous number of Master's Thesis, Master's Report, Master's Degree Candidate, Doctoral Thesis hours earned for your current degree plan: _____

NOTE: Completion of the Course Agreement does not constitute enrollment in the course. After completion and approval of the Course Agreement the student's advisor, the student must deliver this approved document to the department Graduate Coordinator to be enrolled in Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis course credits. **The STUDENT is responsible for delivering the original copy of this approved form to the Department Graduate Coordinator (Betsy Ryan- Phone (303) 492-8515, e-mail Betsy.Ryan@colorado.edu) before the drop/add deadline - <http://www.colorado.edu/registrar/students/academic-calendar/add-drop-calendar>**

Policy & Guidelines (Eligibility)

Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis is an opportunity for students to earn academic credit for learning outside the formal class structure, under the individual direction of a faculty member.

1. The student is required to complete and sign the Course Agreement. The Course Agreement must be approved and signed by the professor directing the Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis course. University policy states that only faculty members may sponsor thesis and report courses.
2. The Department and the University allows for a maximum of 6 hours of Master's Thesis credits to be used toward an MS degree. You must register and complete 6 hours of MS Thesis credits to fulfill the CEAE thesis requirements. A minimum of 1 Master's Thesis hour can be taken in a semester. Only MS students, who have filled out an advising form with their Faculty advisor and have declared their course plan (Plan 1) as the thesis option, are allowed to register for Master's Thesis hours.

The Department and the University allows for a maximum of 3 Master's Report hours can be used for an MS degree. (Plan 2a) A minimum of 1 Master's Report hour can be taken in a semester. Only MS students, who have filled out an advising form with their Faculty advisor and have declared their course plan (Plan 2a) as the Master's Report option, are allowed to register for Master's Report hours.

3. Master's Degree Candidate course is a 1 credit hour registration place holder. It should only be used when a student has reached the maximum hours for their enrollment of Master's thesis or Master's Report hours. (Doctoral students cannot register for Master's Degree Candidate course.)
4. Doctoral Thesis hours can only be taken by an admitted Doctoral student to the CEAE degree plan. Students must register for their Doctoral Thesis hours under their assigned advisor. Doctoral students can register for a minimum of 1 Doctoral Thesis hour. No more than 10 Doctoral Thesis hours before the semester they successfully pass their Comprehensive Examination. Doctoral students must register for at least 5 Doctoral Thesis hours the semester following their successful passing of their Comprehensive Examination and until they graduate. Doctoral Student can only register for a maximum of 10 Doctoral Thesis hours in a semester. Students must complete 30 hours of Doctoral Thesis credits to fulfill the CEAE Doctoral degree plan. There is no limit on the number of Doctoral Thesis hours Doctoral students can register for.
5. Enroll into the Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis courses at the same time as all other courses.
6. Credit for Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis course will be granted upon satisfactory completion of the requirements as defined by the Department, University and the Appointed Graduate Examining Committee.

Approvals:

Student Signature: _____ Date: _____

Faculty Member Signature: _____ Date: _____

How to Enroll

The Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis courses may not be done retroactively. That is, the agreement for Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis is to be completed, signed, and approved by all parties prior to the initiation of the course registration, and no later than one week prior Betsy Ryan, or an approved department representative with the BuffOne card or a photo ID to be enrolled into the courses.

Students can find the course number and section for Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis hours in the tables below.

Course Numbers for Master's Thesis, Master's Report, Master's Degree Candidate and Doctoral Thesis

Course Type	Building Systems	Water	Environmental in Civil	Structures	Construction	Geotech	Environmental
Master's Degree Candidate	AREN 6940	CVEN 6943	CVEN 6944	CVEN 6945	CVEN 6946	CVEN 6948	EVEN 6940
=====	=====	=====	=====	=====	=====	=====	=====
Master's Thesis	AREN 6950	CVEN 6953	CVEN 6954	CVEN 6955	CVEN 6956	CVEN 6958	EVEN 6950
Master's Report	AREN 6960	CVEN 6963	CVEN 6964	CVEN 6965	CVEN 6966	CVEN 6968	N/A
=====	=====	=====	=====	=====	=====	=====	=====
Doctoral Thesis	AREN 8990	CVEN 8993	CVEN 8994	CVEN 8995	CVEN 8996	CVEN 8998	EVEN 8990

Professor Section Numbers:

901	AMADEI	913	HUBLER	923	PAK	931	STURE
952	BAKER	942	JAVERNICK-WILL	933	PFEFFER	954	SUMMERS
919	BALAJI	963	JONGEWAARD	928	PORTER	973	THOMAS
964	BEAMER	967	KASPRZYK	915	POURAHMIDIAN	906	TORRES-MACHI
948	BIELEFELDT	961	KLEES	945	RAJARAM	922	VASCONEZ
959	CHINOWSKY	975	KORAK	944	REGUEIRO	974	WALKER
982	COOK, S.	940	KRARTI	981	REN	936	WHAM
953	COROTIS	910	KUCHENRITHER	939	ROSARIO-ORTIZ	968	WUJEK
905	CRIMALDI	924	LIEL	943	RYAN	950	XI
925	DASHTI	902	LINDEN	956	SALVINELLI	920	ZAGONA
971	GOODRUM	916	LIVNEH	926	SAOUMA	904	ZHAI
927	GOOSEFF	951	MCKNIGHT	903	SCHEIB	921	ZHANG
946	HALLOWELL	958	MOLENAAR	929	SILVERSTEIN	937	ZNIDARCIC
918	HEARN	912	MONTOYA	911	SONG	962	ZUO
909	HENZE	965	MORRIS	960	STRAUB		
949	HERNANDEZ	941	NEUPAUER	970	SRUBAR		

EVEN Courses Only:

919	BALAJI	915	MILFORD (ME)
948	BIELEFELDT	921	MILLER (ME)
982	COOK	912	MONTOYA
927	GOOSEFF	941	NEUPAUER
907	HANNIGAN (ME)	932	PELLIGRINO (ME)
983	HENZE (ME)	945	RAJARAM
949	HERNANDEZ	981	REN
936	HERTZBERG (ME)	939	ROSARIO-ORTIZ
967	KASPRZYK	943	RYAN
975	KORAK	929	SILVERSTEIN
914	LARSON	960	STRAUB
902	LINDEN	954	SUMMERS
951	MCKNIGHT	973	THOMAS
969	MANSFELDT	974	WALKER

Note: If you are an Engineering Science, GeoEnvironmental, or Civil Systems student, please select the applicable Course Number of your advisor's Group – this information can be found at: **CEAE.Colorado.edu>Faculty Staff> select faculty page, see Group.**