

Petition for Advancement to  
Graduate Candidacy  
(aka, Candidacy Form)  
Instructions





# Completing the Candidacy Form

## Section 1: Student Information

### Student Information

Completed form should be emailed to the appropriate GAPE evaluator (see [www.sju.edu/gape/about\\_us.htm](http://www.sju.edu/gape/about_us.htm)), submitted to Window G in the Student Services Center, or sent through interoffice mail to extended.sju 0017.

Last Name	<input type="text"/>	First Name	<input type="text"/>				
Student ID	<input type="text"/>	Previous Name (if any)	<input type="text"/>				
Current Address	<input type="text"/>	City	<input type="text"/>	State	<input type="text"/>	Zip	<input type="text"/>
Daytime Phone	<input type="text"/>	Email Address	<input type="text"/>				

- 1) Enter the Contact Information into the box
  - 2) Note the fields
    - A) Last Name, First Name
    - B) Student ID
    - C) Current Address
    - D) City, State, Zip
    - E) Daytime Phone
    - F) Email Address
- Capitalize properly: Do not use all caps formatting or all lowercase formatting.
  - Do not put a comma between first and middle names.
  - Abbreviations, such as middle names, S, N, Dr, Ave, St, and Apt, require a period after them.
  - Do not put a comma between house number and street. Apartment numbers are last in street addresses.

# Completing the Candidacy Form

## Section 2: Degree Information

**Degree Information**

Degree Sought, e.g., MBA  Major  Concentration, if applicable

Means of satisfying Graduation Writing Assessment Requirement: Course Prefix, Catalog No.

University where taken  Semester/Year GWAR Completed   A  B  C

- 1) Enter Degree Sought: MS, not M.S
- 2) Enter Major: Electrical Engineering
- 3) Enter Concentration (enter your specialization; acronym is okay)
- 4) Enter GWAR Course Prefix, Catalog No: EE 295 (or ENGR 200W)
- 5) Enter University where taken: SJSU
- 6) Enter Semester/Year GWAR Completed (Example: Fall 2020)
- 7) Check box A if you do thesis, otherwise check box B

# Completing the Candidacy Form

## Section 3: Proposed Graduate Degree Program (A. Courses)

Proposed Graduate Degree Program				
A. Courses (include all SJSU courses taken and those that will be taken for degree credit; leave Grade section blank for current and future classes.)				
Course Prefix/No.	Title	Semester Units	Grade	Semester/Year Completed

For each graduate course you will use for graduation, enter in the order you took them:

- Course Prefix/No. (example: EE 250)
- Title: (Enter exact official title from university catalog. Capitalize properly (example: Probabilities, Random Variables and Stochastic Processes). Catalog is at <https://catalog.sjsu.edu/content.php?catoid=2&navoid=95>)
- Semester Units (example: 3)
- Grade (example: A)
- Semester/Year Completed (examples: S09, Sum09, F10)

### Do NOT include any of the following classes

- Any undergraduate courses except those for which permission granted by Graduate Coordinator
- Any classes outside EE except those for which permission granted by Graduate Coordinator
- Any admission prerequisite classes
- EE 297B or EE 299B
- EE 298 or EE 298i
- Open University or transferred classes

Repeated classes should be entered on one line with both grades and semesters included (example: C-/B and F19/S20)

### DO include

- Future courses you will need to take
- EE 299A or EE 297A

# Completing the Candidacy Form

## Section 3: Proposed Graduate Degree Program (B. Culminating Experience)

### B. Culminating Experience

Check box if applicable and then fill out corresponding row

	Course Prefix/Catalog No. (e.g., MAS 203)	Total Units	Grade	Semester/Year Completed
<input type="checkbox"/> 299 Thesis (Plan A)/Creative Work (Plan C)				
<input type="checkbox"/> Last completed project or comprehensive exam-preparation course (plan B)				
<input type="checkbox"/> Other Culminating Experiences				
		Type		Semester/Year Completed
	1) Other culminating experience			
	2) Other culminating experience			
<input type="checkbox"/> 599 Dissertation	Course Prefix/Catalog No. (e.g., MAS 203)	Total Units	Grade	Semester/Year Completed

### If you take thesis option:

- Check the “299 Thesis (Plan A)” box
- Enter EE 299B information in the first row table

### If you take project or course only option:

- Check the “Last completed project ..... (plan B)” box
- If you take project option: Enter EE 297B information in the second row table
- If you take course only option: Enter “Comprehensive Exam” in the second row table

# Completing the Candidacy Form

## Section 3: Proposed Graduate Degree Program (C. Transfer Courses)

### C. Transfer Courses

University	Course Prefix/No.	Title	Semester Units	Grade	Semester/Year Completed
Sub. for SJSU Course					
Sub. for SJSU Course					
Sub. for SJSU Course					

Transfer courses are courses you will use for graduation as part of the degree program that can be:

- Courses you completed at other universities and they **were approved by the GAPE form “Request for Validation of Transfer Credit”**
- Graduate-level EE courses at SJSU that you completed as an open university student or during your undergraduate program at SJSU and the courses **are NOT used for undergraduate (BSEE) degree**



# Completing the Candidacy Form

## Section 3: Proposed Graduate Degree Program (Units)

	Units
A	<input type="text"/>
B	<input type="text"/>
C	<input type="text"/>
Total	<input type="text"/>

Enter the total course units from each category in Section 3:

- A. Courses
- B. Culminating Experience
- C. Transfer Courses

The total course units should be exactly 33.

# Completing the Candidacy Form

## Section 4: Required Signatures

Required Signatures			
Student	<input type="text"/>	Date	For Official Use Only
<i>Signature (certifies accuracy of the information provided)</i>			
<i>The signatures below indicate approval.</i>			
Project or Thesis Advisor (if required by your department)			
Name	Signature <input type="text"/>	Date	
Department Grad Advisor (Grad Coordinator)			
Name	Signature <input type="text"/>	Date	
GAPE Evaluator			
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Name <input type="text"/>	Date <input type="text"/>

If you have Adobe Acrobat, you can provide a digital signature, Otherwise, type your name in the signature field and enter the date in the date field.

The project or thesis advisor name and signature are not required by the EE Department. Do not enter the name unless you also obtain the signature (leave blank if you do not wish to seek the signature).

**Student Information**

Completed form should be emailed to the appropriate GAPE evaluator (see www.sjsu.edu/gape/about\_us/staff), submitted to Window G in the Student Services Center, or sent through interoffice mail to extended.sjsu.0017.

Last Name Doe First Name John  
 Student ID 012345678 Previous Name (if any) \_\_\_\_\_  
 Current Address 123 999th Street Apt. #99 City San Jose State CA Zip 95112  
 Daytime Phone (408) 123-4567 Email Address john.doe@sjsu.edu

**Degree Information**

Degree Sought, e.g., MBA MS Major Electrical Engineering Concentration, if applicable ASIC/VLSI  
 Means of satisfying Graduation Writing Assessment Requirement: Course Prefix, Catalog No. EE 295  
 University where taken SJSU Semester/Year GWAR Completed S20  A  B  C

**Proposed Graduate Degree Program**

A. Courses (include all SJSU courses taken and those that will be taken for degree credit; leave Grade section blank for current and future classes.)

Course Prefix/No.	Title	Semester	Units	Grade	Semester/Year Completed
EE 210	Linear System Theory		3	A+	S20
EE 221	Semiconductor Devices I		3	A	S20
EE 295	Technical Writing - Engineering Ethics		3	A	S20
EE 271	Digital System Design and Synthesis		3	A-	F20
EE 257	Machine Learning for Electrical Engineers		3	A-	F20
EE 273	Logic Verification with UVM		3	A	F20
EE 272	SoC Design & Verif. with System Verilog		3	A	S21
EE 287	ASIC CMOS design		3	A	S21
EE 297A	MSEE Project Proposal		3	CR	S21
EE 225	Introduction to Quantum Computing		3		F21

**B. Culminating Experience**

Check box if applicable and then fill out corresponding row

	Course Prefix/Catalog No. (e.g., MAS 203)	Total Units	Grade	Semester/Year Completed
<input type="checkbox"/> 299 Thesis (Plan A)/Creative Work (Plan C)				
<input checked="" type="checkbox"/> Last completed project or comprehensive exam-preparation course (plan B)	EE 297B	3		F21
<input type="checkbox"/> Other Culminating Experiences				
	Type			Semester/Year Completed
	1) Other culminating experience			
	2) Other culminating experience			

	Course Prefix/Catalog No. (e.g., MAS 203)	Total Units	Grade	Semester/Year Completed
<input type="checkbox"/> 599 Dissertation				

**C. Transfer Courses**

University	Course Prefix/No.	Title	Semester	Units	Grade	Semester/Year Completed
Sub. for SJSU Course						
Sub. for SJSU Course						
Sub. for SJSU Course						

Units	
A	30
B	3
C	
Total	33

**Required Signatures**

# Completing the Candidacy Form, the Final Steps

A completed form provided by GAPE is the only acceptable submission format. Do not submit pictures or scans.

A completed sample of Petition for Advancement to Graduate Candidacy form is shown at left.