Getting Started: Limited Status “How To” Guide

December 2016
**WebEx Quick Facts**

Will I be able to get a copy of the slides after the presentation?

**YES!**

How can I ask a question during the info session?

1. Use the Q&A panel to the right of this presentation.
2. Type your question in the box.
3. A USC representative will answer your question as soon as they are able.
Today’s Program

• USC Viterbi School of Engineering
• DEN@Viterbi
• Limited Status
  – Overview
  – Enrollment Process
• Tuition & Fees
• Q & A
UNIVERSITY OF SOUTHERN CALIFORNIA
The University of Southern California

- Oldest Private University in the western U.S. Founded in 1880
- 43,000 Students
  - 19,000 Undergrads
  - 24,000 Graduates
- 3,945 full-time faculty
- Diverse student population
- Located in Los Angeles
Viterbi School at a Glance

Academic Departments

- 8 Academic Departments

Faculty

- 185 tenure-track faculty
- 20+ NAE
- 60+ NSF CAREER, Nat’l & Presidential Young Investigator

Student population

- 2,600 Undergraduate
- 5,200 Graduate students

Research

- Leader in funded research 45+ Research Centers
- More than $185M in research expenditures

Alumni

- More than 60,000+
Best Engineering Graduate Schools

• Top Ranked Graduate Engineering Program

Best Online Graduate Engineering Programs

• Ranked #1 in Online Computer Information Technology Program (Computer Science)
• Ranked #2 Online Graduate Engineering Program

Best Online Graduate Engineering Programs for Veterans

• Ranked #1 Online Graduate Engineering for Veterans
• Ranked #1 Online Computer Information Technology for Veterans
USC Engineering: Points of Distinction

International Reputation for Excellence

The Trojan Family Network: 60,000+ engineers strong

Unique engineering programs available – online, on site & on campus

Complete range of programs
Ph.D., Masters & Bachelors Programs | Graduate Certificates | Short Courses | Custom Programs
Award Winning:

- 185 tenure-track faculty with 20+ members of National Academy of Engineering (NAE)
- 13 USC Viterbi faculty have been named in the MIT TR35 list since 2009, the most, along with MIT, of any engineering school worldwide
- School’s namesake, Andrew Viterbi, awarded National Medal of Science, one of the nation’s highest honors
- Prof. Maja Matarić, recipient of the Presidential Award for Excellence in Science, Mathematics and Engineering Mentoring, also named one of the 25 Most Powerful Women Engineers In Technology (*Business Insider*)

Interdisciplinary programs

Leaders in research

- Information Sciences Institute
- Center for Smart Oilfield Technologies
- Alfred Mann Institute for Biomedical Engineering
Engineering Degree Options

37 MS degrees and 4 Graduate Certificates available via online delivery

Academic Departments

• Aerospace & Mechanical Engineering
• Astronautical Engineering
• Biomedical Engineering
• The Mork Family Department of Chemical Engineering & Materials Science
• Sonny Astani Department of Civil & Environmental Engineering
• Computer Science
• Ming Hsieh Department of Electrical Engineering
• Daniel J. Epstein Department of Industrial and Systems Engineering
Academic Disciplines

Aerospace & Mechanical
Astronautical
Biomedical
Chemical
Civil & Environmental
Computer Science
Construction Management
Cyber Security Engineering

Electrical
Energy & Sustainability
Engineering Management
Financial Engineering
Green Technologies
Industrial & Systems
Petroleum
Systems Architecting
Highlighted DEN@Viterbi Programs

Cyber Security Engineering*

Computer Science (Data Science)

Computer Science (Scientists & Engineers)

Graduate Certificate in Software Architecture

* Applications for the M.S. in Cyber Security Engineering program are only accepted for the Fall semester.
DEN@Viterbi

More than 40 years of distance education expertise

Online delivery makes earning an MS degree practical and flexible for working professionals

Technical Requirements:

- High-speed Internet access (DSL/Cable minimum)
- Windows Media Player
- Adobe PDF Reader
How DEN@Viterbi Works

The Viterbi School of Engineering uses a state-of-the-art, proprietary Web-based delivery system that enables students from around the world to access classes live, on-demand or by download.

DEN@Viterbi students:

• View the same lectures as on-campus students, with fresh content every semester
• Participate in highly interactive discussions with professors and peers
• Submit homework electronically
• Take exams at proctored testing centers near their home or work (or at USC if in the Los Angeles area)
**DEN@Viterbi Overview**

<table>
<thead>
<tr>
<th></th>
<th>DEN@Viterbi Student</th>
<th>On-Campus Student</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Admission</strong></td>
<td>USC Graduate Application &amp; required materials</td>
<td>USC Graduate Application &amp; required materials</td>
</tr>
<tr>
<td><strong>Weekly Course Lectures</strong></td>
<td>Online with Interactivity</td>
<td>On USC's Campus</td>
</tr>
<tr>
<td><strong>Online Course Archives</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Lectures &amp; Course Documents)</td>
<td>![Checkmark]</td>
<td>![Checkmark] *</td>
</tr>
<tr>
<td><strong>Assignments</strong></td>
<td>Submit electronically via email or fax according to course deadlines</td>
<td>Submit during lecture or lab according to course deadlines</td>
</tr>
<tr>
<td><strong>Exams</strong></td>
<td>Proctored location</td>
<td>USC's campus</td>
</tr>
<tr>
<td><strong>Courses per Semester</strong></td>
<td>1-2</td>
<td>3-4</td>
</tr>
<tr>
<td>(Average)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Degree Completion</strong></td>
<td>27-34 units with a 3.0 GPA or above**</td>
<td>27-34 units with a 3.0 GPA or above**</td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
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<tr>
<td><strong>USC Diploma</strong></td>
<td>![Checkmark]</td>
<td>![Checkmark]</td>
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<tr>
<td>(No Distinction)</td>
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</table>

* DEN@Viterbi Sections Only.
**With the exception of the M.S. in Computer Science (Scientists & Engineers) program which requires 37 units
DEN@Viterbi’s E-Learning System

DEN@Viterbi Classroom on USC’s Campus
DEN@Viterbi’s E-Learning System

Lecture Video 01/13/2015

Schematic of deflagration

- Reaction zone
- Direction of propagation Speed relative to unburned gas = \( S_L \)
- Temperature
- Reactant concentration
- Convection-diffusion zone
  - Flame thickness \( (\delta) \sim \alpha/S_L \)
  - \( \alpha = \text{thermal diffusivity} \)

Turbulent premixed flame experiment in a fan-starved chamber (http://www.mech-eng.leeds.ac.uk/res-group/combustion/activities/Bomb.htm)

Videos can be streamed or downloaded at high resolutions
All DEN@Viterbi students are provided access to their own virtual meeting rooms which can be used for several purposes:

1. Enable video communication (web and mobile)
2. Integrate phone conferencing
3. Integrate fixed room IP video systems
4. Desktop sharing
5. Set up meetings with faculty, teaching assistants, and classmates
Student Interactivity & Group Meetings

Virtual Meetings & Presentations

Call In During Live Lectures

Live Chat & Threaded Discussions
DEN@Viterbi: Enrollment Options
Admitted
Student has applied and been formally admitted to a graduate degree program

vs.

Limited
Allows qualified applicants to take courses prior to submitting a formal application for admission or taking the GRE
Limited Status: Overview

What is Limited Status?
- Limited Status allows strong candidates to begin coursework before formal admission

Eligibility
- Undergraduate degree in engineering, math or hard science from a regionally accredited institution with a cumulative GPA of at least 3.0 (on a 4.0 scale). You must also have the necessary background for the USC course you wish to take.

What if I don’t meet the requirements?
- Individuals who do not meet the requirements for limited should apply for formal admission.
**Limited Status: Overview**

**Overview of Limited**
- A max. of 12 units may be taken as a Limited student
- Enrolled at USC; Receives USC credit and courses appear on official USC transcript
- If admitted, courses taken as a Limited student can be applied toward an appropriate M.S. program, upon departmental approval
- *Limited students are not formally admitted to a degree program and Limited Status does NOT guarantee admission*

**How to Get Started**
- Start your DEN@Viterbi Profile: [viterbi.usc.edu/DENProfile](http://viterbi.usc.edu/DENProfile)
- No deadline for requesting Limited Status but DEN@Viterbi Profile should be submitted 1 week before start date of desired term.
- Apply for formal admission
Limited Status: Overview

• As a Limited Student you are “housed” within Graduate & Professional Programs

• The GAPP Student Affairs team can answer any questions you have on enrollment, courses, tuition, etc.

• Academic Department Advisors are unable to provide assistance to limited students

• For further questions about Limited Status email: masters@gapp.usc.edu or den@viterbi.usc.edu
Steps for Becoming a Limited Student
Limited Status: Checklist

- Complete DEN@Viterbi Profile
- Receive Limited Status Approval Email
- Check OASIS for registration appointment time
- Decide on Course you would like to take
- Request D-Clearance with DEN@Viterbi
- Register for Course on USC’s Web Registration
- Course will appear online 2-3 days before the start of the semester

Cardinal = Process through DEN@Viterbi System
Gold = Process through USC System
Step 1. Complete DEN@Viterbi Profile & Receive Approval for Limited Status

1. Submit DEN@Viterbi Profile: viterbi.usc.edu/denprofile

2. If qualified, you will receive approval within 3-5 business days*

* In some cases, unofficial transcripts may be required. You will be notified immediately if this is the case however please note that this may cause a delay in the approval process.
Step 1. Complete DEN@Viterbi Profile & Receive Approval for Limited Status

Information Required for DEN@Viterbi Profile:

Personal Contact Information
Company Name and Location
Degree(s) awarded
- Degree (BS/MS/PhD)
- Major
- College/University
- GPA
- Year Awarded
Desired Enrollment Term
Intended Program
Create username

Note: In some cases, unofficial transcripts may be required. You will be notified immediately if this is the case.
Step 2. Check Registration Appointment Time

1. Go to **USC OASIS**: https://camel2.usc.edu/OASIS/Login.aspx
2. Refer to Limited Status Approval Email for USC 10-digit ID; Password is your 6 digit birthday (mmddyy)
3. To check registration appointment time, select “Permit to Register”
   • If this is your first time logging on to OASIS, your default password is your 6 digit birthday (mmddyy). This is also your PIN for Web Registration.
4. Update Address Information under “Change of Address” if needed
Step 3. Choose Your Course

1. Go to **USC Schedule of Classes**: [http://classes.usc.edu/](http://classes.usc.edu/)
2. Limited Students should enroll in “required courses” for their program of study
3. When reviewing courses, note Course Name and “DEN@Viterbi” section ID
4. If you have a question on what class to enroll in, please contact masters@gapp.usc.edu – provide your 10 digit USC ID
Step 4. Request D-Clearance from DEN@Viterbi

1. Login to DEN Desire2Learn: [http://courses.uscden.net](http://courses.uscden.net)
2. Select DEN@Viterbi Tools
3. Select Request D-Clearance and submit required information based on course chosen
4. Approval process takes 1-3 business days. To check status of D-Clearance go to DEN@Viterbi Tools> Check D-Clearance Status
5. You can register once your request has been processed. D-clearances expire 7 days from when it is issued so register as soon as you obtain it to secure a seat in a course.

For questions on D-Clearance status, contact [masters@gapp.usc.edu](mailto:masters@gapp.usc.edu)

All DEN courses require d-clearance.
Step 5. Register for Course

1. Go to USC Web Registration: https://webreg.usc.edu/Login
2. PIN is your 6 digit birthday (mmddyy)
3. Follow the automated system to register for your course.
4. If you have any difficulties registering, please contact masters@gapp.usc.edu.
What to Do AFTER You Register

OASIS (https://camel2.usc.edu/OASIS/Login.aspx):

- Verify your registration
  - Check your “Registered Course List”
- Check your billing balance and settle your tuition
  - Students can use USCepay (https://sfs.usc.edu/epay/) to review current balances and pay online from OASIS.
- Check for required textbooks or software “Book List Link”
- Obtain your USC ID Card (Optional)
What to Do AFTER You Register

- **Activate your **[USC Email](https://netid.usc.edu/account_services/activate_account)
  - Limited student email accounts will be created within 2 weeks of the start of the term for which you are enrolled or within 3 days after you enroll if you register after the start of the term.
  - Activate and check email at: [http://google.usc.edu/](http://google.usc.edu/)

- **USC Portal** ([http://my.usc.edu](http://my.usc.edu))
  - Gain quick access to OASIS, Web Registration, Email, Grades and more from this single location. Use your email username and password to logon.
  - USC Email is required to access the USC Portal (myUSC)

For more information: [https://gapp.usc.edu/students/masters/denlimited](https://gapp.usc.edu/students/masters/denlimited)
General DEN@Viterbi Student Information
<table>
<thead>
<tr>
<th>PER-COURSE FEES</th>
<th>Unit Cost</th>
<th>Tuition for 3-Unit Course</th>
<th>Tuition for 4-Unit Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition for 500/600 level course</td>
<td>$1,845</td>
<td>$5,535</td>
<td>$7,380</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PER-SEMESTER FEES</th>
<th>Cost</th>
<th>Total per semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Access Fee</td>
<td>$35</td>
<td>$35</td>
</tr>
<tr>
<td>Norman Topping Student Aid Fund</td>
<td>$8</td>
<td>$8</td>
</tr>
</tbody>
</table>

* Additional fees include textbooks ($150 - 200) and exam proctoring fees ($40 - 100)
Students supported by company can defer “up front” payment of tuition until after the semester is over.

Company must pay 75-100% of tuition to be eligible for program.

Participation requires the following every semester:

• Promissory note
• Letter of employment verification
• $30 processing fee

Online Submission of Tuition Deferment:
https://gapp.usc.edu/tuitiondeferment
## Important Dates

### Spring Semester 2017

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>November 17-January 6, 2017</td>
</tr>
<tr>
<td>Last Day to Register w/o a late fee</td>
<td>January 6&lt;sup&gt;th&lt;/sup&gt;</td>
</tr>
<tr>
<td>Last day to drop a course w/o a “W” mark</td>
<td>January 27&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Martin Luther King Day</td>
<td>January 16&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>President’s Day</td>
<td>February 20&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Spring Recess</td>
<td>March 12-19&lt;sup&gt;th&lt;/sup&gt;</td>
</tr>
<tr>
<td>Spring Semester Classes end</td>
<td>April 28th</td>
</tr>
<tr>
<td>Final Examinations</td>
<td>May 3-10&lt;sup&gt;th&lt;/sup&gt;</td>
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Detailed **Spring 2017 Registration Calendar**: [http://classes.usc.edu/term-20171/calendar/](http://classes.usc.edu/term-20171/calendar/)
<table>
<thead>
<tr>
<th>Company Name</th>
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<tbody>
<tr>
<td>Aerojet</td>
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<tr>
<td>Aerospace Corporation</td>
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<tr>
<td>Alpine Electronics</td>
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<td>Amgen, Inc.</td>
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<td>BAE Systems</td>
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<tr>
<td>Boeing</td>
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<tr>
<td>Boston Scientific</td>
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<td>California Resources Corp.</td>
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<td>Chevron</td>
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<tr>
<td>Cisco Systems</td>
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<tr>
<td>Delphi</td>
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<td>Devon Energy</td>
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<td>Ericsson</td>
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<tr>
<td>ExxonMobil</td>
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<tr>
<td>GE Energy</td>
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<tr>
<td>General Dynamics</td>
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<td>Google, Inc.</td>
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<td>Halliburton</td>
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<td>Hamilton Sundstrand</td>
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<td>Honeywell</td>
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<td>Intel</td>
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<tr>
<td>Jet Propulsion Laboratory</td>
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<td>Korean Air</td>
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<tr>
<td>Kuwait Oil Company</td>
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<tr>
<td>Lockheed Martin</td>
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<tr>
<td>L.A. Dept of Water &amp; Power</td>
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<td>Medtronic</td>
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<td>Microsoft</td>
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<td>Motorola</td>
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<td>NASA</td>
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<td>Nokia</td>
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<td>Northrop Grumman</td>
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<td>Oracle</td>
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<td>Pratt &amp; Whitney</td>
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<td>Qualcomm</td>
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<td>Raytheon</td>
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<td>SAIC</td>
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<td>Schlumberger</td>
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<tr>
<td>Sikorsky</td>
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<tr>
<td>Space Systems/Loral</td>
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<tr>
<td>Southern California Edison</td>
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<tr>
<td>Southern California Gas Co.</td>
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<tr>
<td>United Technologies Corporation</td>
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<tr>
<td>United States Armed Forces</td>
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<tr>
<td>Yahoo, Inc.</td>
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</table>

**DEN@Viterbi Corporate Snapshot**

**USC Viterbi School of Engineering**
Our DEN@Viterbi Students

Completed their degrees from: 49 U.S. states, 2 U.S. territories; Australia, Brazil, Canada, S. Korea, Kuwait, Saudi Arabia, Venezuela and many more countries!
Our DEN@Viterbi Students

How can you connect with current students?

USC DEN@Viterbi

www.facebook.com/USCViterbiGAPP

@USC_GAPPenings
Question 1: I do not have a bachelor’s degree in engineering, math or a hard science but have been working as an engineer and/or have been in the engineering field for many years – is there an exception to the undergraduate requirement of a BS in engineering, math or a hard science?

Answer: One of the basic requirements for admission to the Viterbi Master of Science programs is a bachelor’s degree or its equivalent from an accredited college or university, comparable in standard to that awarded at USC. This prohibits any exception to the Limited Status enrollment requirements.
Question 2: I have a BS in engineering, math or a hard science but do not have a GPA of 3.0 or higher from my undergraduate institution. I did receive higher than a 3.0 from a previous Master’s degree in engineering. Do I qualify for Limited Status?

Answer: The faculty of the Viterbi School of Engineering have determined that an undergraduate GPA of 3.0 is the minimum standard to allow enrollment as Limited Status. DEN cannot allow an exception to this standard.

Students with a GPA of less than 3.0 are encouraged to apply for admission and submit credentials including letters of recommendation, a statement of purpose, transcripts and GRE scores. This information provides a more complete picture for admissions officers and faculty to evaluate and best determine the applicant’s qualification for success in a USC Master of Science program.
Question 3: I attended more than one school as an undergraduate student. Should I submit the cumulative GPA from all institutions attended (community colleges, transfer institution, etc.) or just the GPA from the school where I received my BS on my DEN Profile?

Answer: Please indicate your cumulative GPA from the undergraduate institution that you received your undergraduate BS degree.

Question 4: Can I take courses towards a graduate certificate program as a Limited Student?

Answer: Yes, but absolutely no more than 12 units as Limited status. You must be admitted before completing the courses required for a Graduate Certificate.
Contact Us

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