

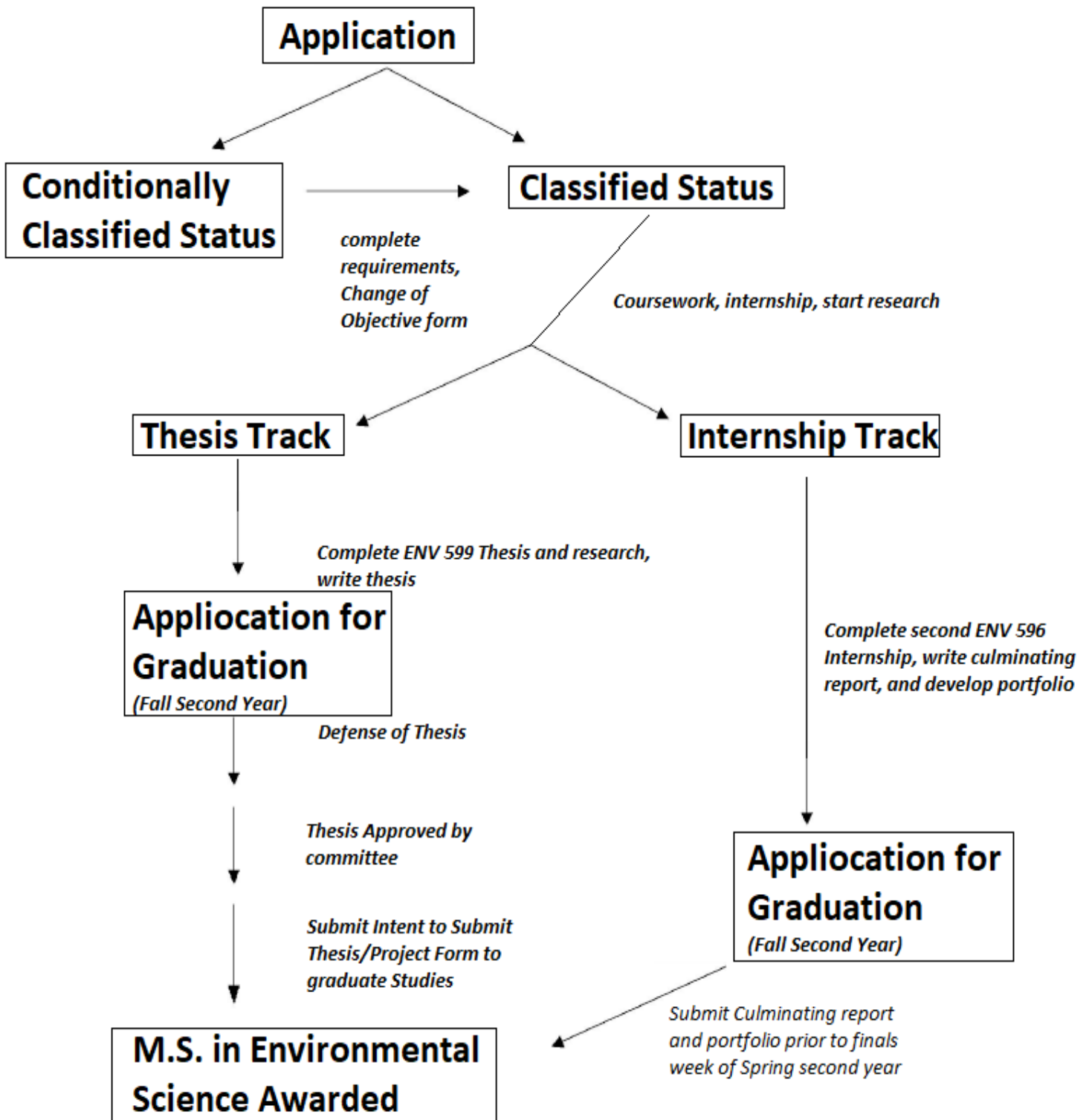
MSESP Checklist

- ☐ Prior to each semester students must schedule an advisor meeting to remove holds and discuss participation in Internship or Directed research courses.
- m Students will complete ENV 596 Internship, ENV 598 Directed research, and ENV 599 Thesis contracts prior to being provided an add code.
- m Students should present either their thesis research or directed research projects at student research day or other appropriate conference.
- m Students need to apply for graduation during their second fall semester (<https://www.csudh.edu/registrar/graduation/graduation-application/>)
- m **Internship track** students must submit their culminating report and portfolio prior to final exams week of their last semester.
- m **Thesis track** students should complete their thesis defense and revisions prior to completing their intent to submit thesis /project form by their final semester. (<https://www.csudh.edu/gsr/graduate-studies/current-students/thesis/deadlines/>)

MSESP Course Plan

Course Flow (Based on Fall entry):
Fall - Semester 1 (8 units):
BIO 502 – Biostatistics <i>(Prerequisite: MAT 131 or equivalent.)</i> ENV 590 - Graduate Seminar in Environmental Science (2 units) Any Elective
Spring - Semester 2 (10 Units):
BIO 510 – The Urban Environment OR BIO 501 – Biological Literature (Substitution required) ANT 555 – People, Culture, and Environment GEO 433 – Environmental Analysis and Planning (Even Spring) OR Any Elective ENV 590 - Graduate Seminar in Environmental Science (1 units)
Fall - Semester 3 (6 units):
ENV 596 – Internship in Environmental Science ENV 598 – Directed Research
Spring - Semester 4 (6 units):
ENVS 599 - Thesis or Project (Thesis Track) OR ENV 596 – Internship (Internship Track) GEO 433 – Environmental Analysis and Planning (Even Spring) OR Any Elective Oral Defense (Thesis Option) Student Research Day Presentation

MSESP Roadmap



M.S. in Environmental Sciences Program Policies

Overview: The MSES Program includes a required core of courses and additional electives. The academic program is expected to culminate in a thesis based on original research (Thesis track) or culminating report and portfolio (Internship track). Consult the University Catalog for a list of required and elective courses.

The MSES Degree requires completion of 30 units, at least 15 of which must be graduate (500-level) courses. An overall "B" average is required in courses in the program and all courses must be passed with a grade of "B-" or above. Note that Full Time status for a graduate student consists of 8 units per semester.

Revalidation of Outdated Course Work: All course work taken in the program must be completed within the five years immediately preceding the date of graduation. If approved by the Graduate Committee and the Graduate Dean, a limited number of courses may be revalidated. Under no circumstances can a course taken more than seven years before graduation be revalidated and counted in the program.

Revalidation of outdated course work may be requested from the University Graduate Studies Office through the Program Coordinator. The request must be accompanied by a petition from the Program Coordinator that verifies that the student has done one of the following: 1) repeated the course and passed it with a grade of "B" or better; or 2) taken the exams and completed the assignments of the course as it is currently offered and earned a grade of "B" or better;

Graduate Committee (Thesis track). Students must select a Graduate Committee Chair to guide their research. The student and Graduate Committee Chair will select two additional members for the student's Graduate Committee. At least two members, including the Chair, must be CSUDH faculty. If the student and advisor agree that an additional member is needed for the committee, for example as an external research mentor, a fourth member may be added. This fourth member does not need to be CSUDH faculty, and may be selected from another institution or professional agency. This process must be completed, with forms signed and submitted, before enrollment in ENV 598.

The student and thesis advisor will prepare a proposal of the thesis research with a time of no more than two years to completion. This proposal must be approved by all members of the student's Graduate Committee and submitted to the Program Coordinator. Upon acceptance of the thesis, the student and advisor will arrange an oral defense of the thesis, to which the faculty, students and public are invited to attend.

Continuing Student Status. Students must maintain continuous enrollment throughout their time in the graduate program, including the semester they graduate. Students who miss a semester will have to reapply to the university and to the program. Students who have completed all course work may enroll in ENV 600 Graduate Continuation Course (0 units) to maintain continuous attendance.

Forms

Several documents and forms are required; they are listed below. The forms are available on the MSESP website – <http://www.csudh.edu/msep> - or from the MSESP Coordinator. All require multiple signatures.

These forms are necessary to: 1) ensure that we are tracking your involvement and progress in the program; 2) provide liability protection; and, most importantly, 3) to protect you.

ENV 596 (Internship)

Contract. This form must be submitted when you begin your internship. Note that it must be signed by the Director of the Center for Service Learning, Internships, and Civic Engagement.

Time Log. This form must be completed and submitted at the end of your internship.

Service Hours/Service Learning Credits. This form must be completed and submitted at the end of your internship. It will ensure that your service/ internship will be noted on your transcripts

ENV 598 (Directed Research)

Contract. This form must be submitted for every Directed Research (ENV 598) course you take. The form should be filled out with your research advisor, and should detail what you intend to accomplish during the semester. Your grade will be based on how well you complete the described work.

ENV 599 (Thesis)

Thesis Approval Form. This form is to be completed prior to confirming thesis track between graduate student and Graduate Committee. Once agreed this document must be signed and submitted to the MSESP Coordinator

Contract. This form is to be filled out with your chosen research advisor, submitted for approval to the other members of your Graduate Committee, and finally submitted to the MSESP Coordinator.

Intent to submit thesis/project. Upon completion of the required thesis defense, students should complete this form with the office of Graduate Studies. <https://www.csudh.edu/gsr/graduate-studies/current-students/thesis/>

All additional forms can be obtained from the MSESP Coordinator and should be completed with the MSESP Coordinator or your thesis advisor.