## Completing the QMSS Program

Once students have completed all program requirements, they should submit all records of courses, seminars, and research to the [QMSS Coordinating Committee](http://www.qmss.ucsb.edu/participants.html#CC) (see below), which will certify to the Graduate Division that the requirements for the emphasis have been satisfied. The Graduate Division will verify completion of the emphasis and convey this information to the Registrar, which will in turn include the QMSS emphasis on the final transcript.

Students who complete the requirements will graduate from their home department with an emphasis in QMSS — for example, a student in the Communication department who completes the requirements will receive a Ph.D. in "Communication, with an emphasis in Quantitative Methods in the Social Sciences." Students will also receive a Certificate of Completion from the QMSS Coordinating Committee, suitable for framing.

**Instructions for Graduating Students:**

* Complete the **QMSS Program Completion** form (attached). Submit this form, along with a copy of your **UCSB transcript** (an unofficial copy is sufficient), to the Chair of the QMSS Coordinating Committee (please submit via email).
* If you have not already done so, file a [Change of Degree Status Petition](http://www.graddiv.ucsb.edu/forms/acad/pdf/Change-of-Degree-Status-Petition.pdf)with the
Graduate Division (requesting the QMSS emphasis be added to your Ph.D. program).\* **Caution: If you do not file this Petition, the QMSS Emphasis will not appear on your transcript, even if you complete all program requirements.**

**Students must complete the following petition steps:**

**1.** Complete and sign the **Change of Degree Status Petition**

**2.** Obtain signatures from:

a. your home Department Chair or Department Graduate Advisor (not your personal advisor)

b. the Chair of the QMSS Coordinating Committee

**3.** Pay the petition fee at the Cashier's Office (1212 SAAS Building)

**4.** Bring the Cashier's receipt and the completed petition to the Graduate Division
(3117 Cheadle Hall)

**\*** This petition should be submitted as soon as your QMSS Application and Course Contract are approved by the QMSS Committee. However, if you are preparing for graduation and have not yet filed this petition yet, please submit this petition right away. You are not officially enrolled in QMSS until this petition is filed with the university.

# QMSS Program Completion

|  |  |
| --- | --- |
| Name: Click here to enter text.  | Date: Click here to enter text. |
| Email: Click here to enter text.  | Department: Click here to enter text. |
| QMSS Advisor: Click here to enter text. |

**Instructions:** Please indicate how you completed each program requirement. Please attach a copy of your UCSB transcript (and other transcripts, if you completed program requirements at another school). Submit this form, and your transcripts, to the Chair of the QMSS Coordinating Committee (via email).

**A. Calculus: Math 34A/34B or 3A/3B at UCSB, or the equivalent**

[ ]  I took Mathematics 34A and 34B

[ ]  I took Mathematics 3A and 3B

[ ]  I satisfied this requirement in the following way (*please specify*):

Click here to enter text.

**B. Linear Algebra: Math 4A or Math 108A at UCSB, or the Equivalent**

[ ]  I took Mathematics 4A

[ ]  I took Mathematics 108A

[ ]  I completed one of the following pre-approved course combinations\*

[ ]  Psych 221B + Psych 221E

 [ ]  Psych 221B + Educ 216A

 [ ]  Psych 221B + Educ 216F

 [ ]  Psych 221B + Educ 216B

[ ]  I satisfied this requirement in the following way (*please specify*):

Click here to enter text.

**C. I completed the following one-year sequence of statistics courses:**

1. Click here to enter text.

2. Click here to enter text.

3. Click here to enter text.

**D. I completed three additional quantitative methods courses at UCSB**, at least two of which were outside my home department. (Please list course numbers and names)

1. Click here to enter text.

2. ­Click here to enter text.

3. ­Click here to enter text.

**E.** I attended the **QMSS seminar series for the following three quarters**(*please list the quarter/year and course number*):

1. Click here to enter text.

2. ­Click here to enter text.

3. ­Click here to enter text.

 **I presented at least 1 paper** in the QMSS seminar (please list the quarter/year you presented and the title of your presentation):

Click here to enter text.

1. I completed **a Ph.D. dissertation that was focused on an issue appropriate to QMSS**. Please list the title of your dissertation.

Click here to enter text.

1. My dissertation committee included at least **one QMSS faculty member from outside my home department**. Please list the name and department of your
QMSS dissertation committee member.

|  |  |
| --- | --- |
| **Name:** Click here to enter text. | **Department:** Click here to enter text. |

**Mailing Address:** Please list the address where you would like your QMSS Certificate of Completion to be mailed after graduation.

Click here to enter text.

**\*\*** These same courses can also be listed in Sections C and D. That is, you may use one of these course combinations to satisfy both the Linear Algebra requirement and the requirements in Sections C and/or D.