## Enrolling in the QMSS Emphasis

Any student admitted to the PhD. program of a [participating department](http://www.qmss.ucsb.edu/participants.html#dept) may apply to add the Quantitative Methods in the Social Sciences Ph.D. emphasis. Applications for admission are accepted at any time, and should be submitted (electronically) to the chair of the QMSS [coordinating committee](http://www.qmss.ucsb.edu/participants.html#CC).

### QMSS Application Checklist:

1. Verify your home department is a QMSS [participating department](http://www.qmss.ucsb.edu/participants.html#dept)**.**
2. Select a QMSS advisor. Any member of the [QMSS core faculty](http://www.qmss.ucsb.edu/participants.html#core) in your home department may serve as your QMSS advisor. You can either approach one of these faculty members directly or contact one of the members of the QMSS [coordinating committee](http://www.qmss.ucsb.edu/participants.html#CC) for help in finding an advisor.
3. With the help of your QMSS advisor, complete the [QMSS application and course contract](http://www.qmss.ucsb.edu/qmssapp.doc) (attached). This contract details your plan to complete the [QMSS curriculum](http://www.qmss.ucsb.edu/curriculum.html)**.**
4. Sign the application form, and obtain the signature of your QMSS advisor and your home department faculty advisor. (One faculty member may serve in both of these roles.)
5. Send your completed application (along with any supporting materials) to the chair of the QMSS [coordinating committee](http://www.qmss.ucsb.edu/participants.html#CC) (please scan and submit via email).
6. Your application will then be reviewed by the QMSS [coordinating committee](http://www.qmss.ucsb.edu/participants.html#CC) at its next meeting (the coordinating committee typically meets once a quarter). You may be asked to make some revisions to your course contract.
7. File a [Change of Degree Status Petition](https://www.graddiv.ucsb.edu/docs/default-source/academic-services-documents/changedegpetition-3-2018.pdf?sfvrsn=0) with the Graduate Division. **You are not enrolled in the QMSS Emphasis until you file this Petition. (If you do not file this Petition, the QMSS Emphasis will not appear on your transcript, even if you complete all program requirements.)**

**Instructions for completing the petition:**

**1.** Complete and sign the [Change of Degree Status Petition](https://www.graddiv.ucsb.edu/docs/default-source/academic-services-documents/changedegpetition-3-2018.pdf?sfvrsn=0)

**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)

# QMSS Application and Course Contract

|  |  |
| --- | --- |
| 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. |
| Home Department Faculty Advisor: Click here to enter text. |
| Anticipated Graduation Date (quarter/year): Click here to enter text. |

**Instructions:** Please indicate how you plan to complete each program requirement. If you have completed prior coursework at another school, please attach your transcripts and other relevant documentation (e.g., course descriptions, syllabi, AP test scores). Submit this form and all supporting materials via email to the Chair of the QMSS Coordinating Committee.

 **A. A One-Year Sequence of Statistics Courses.**

**I will complete the following courses (list course number and title):**

1. Click here to enter text.

2. Click here to enter text.

3. Click here to enter text.

**B. Three Additional Quantitative Methods Courses**, at least two of which are outside the student’s home department.

**I will complete the following courses (list course number and title):**

1. Click here to enter text.

2. ­Click here to enter text.

3. ­Click here to enter text.

**C. Optional Electives,** within or outside the student’s home department.

**I will complete the following quantitative/methods courses (list number and title):**

1. Click here to enter text.

2. ­Click here to enter text.

**D.** [ ]  I will attend the **QMSS seminar for at least three quarters** (they need not
 be consecutive quarters)

**E.** [ ]  **I will present at least 1 paper** in the QMSS seminar series.

**F.** [ ]  I will complete **a Ph.D. dissertation that is focused on an issue appropriate to QMSS**. (The dissertation may make a contribution to methodology or theory, or
may involve an advanced or innovative application of quantitative methods.)

**G.** [ ]  My dissertation committee will include at least **one QMSS faculty member from
 outside my home department**. (This committee member should attend all
 committee meetings and not just the final dissertation defense.)

**Signatures:**

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Student Date

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QMSS Advisor Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Department Faculty Advisor Date

##### **Committee use only**

##### **Date approved:** Click here to enter text.

**Comments:**Click here to enter text.