



## MS611 Project Guidelines [Form 611-6]

The MS611 Project is like any other class. Students must meet with the Project Advisor on a regular basis (at least every two weeks).

Students are to complete Tasks every week. If a Task is not completed within two weeks, students may be withdrawn (W) from project, requiring them to take another elective and the comprehensive exam.

Students are given due dates for Drafts. If a Draft is overdue two weeks, students may be withdrawn (W) from project, **requiring them to take another elective and the comprehensive exam.**

Submitted papers may take a week or more to revise. First drafts of papers never get approved. You will have to turn in at least three drafts. Your paper must be approved before you can apply for OPT (if applicable). Thus, it is critical to submit your final paper at least a month before you want to apply for OPT.

The student's final draft (20 pages from introduction to conclusion) must be submitted by midterm week of their final quarter. Drafts will not be accepted after midterm week. If the student does not submit the final draft by midterm week, the student may be withdrawn (W) from the project, requiring them to take another elective and the comprehensive exam.

Project papers are graded based on the paper requirements. Papers that do not follow the paper requirements will not pass.

**Only one extension is granted under certain circumstances.** Extensions cannot be considered for F1 students beyond the maximum program length as stated on the I-20. Extension will be considered after student has fulfilled the following requirements: (1) Completed MS611 Project Tasks 1-3, (2) Completed acceptable first project draft, (3) Attached a written justification for extension request, and (4) Pay \$500 extension fee.

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*Print Student's Name*

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*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Academic Advisor's Signature*

\_\_\_\_\_  
*Date*