

MEng PROGRAM REGULATIONS & POLICIES

Effective September 2016

Every MEng student registered in the Department of Electrical and Computer Engineering (ECE) will be supervised by a research supervisor. Supervisors must be tenured or tenure-track ECE professors. Emeritus professors, Adjunct professors, and Associate members of the ECE Department may not serve as supervisors. A researcher with a PhD in the appropriate field can co-supervise ECE graduate students. The co-supervisor is not required to have an affiliation with McGill and does not have to be a professor. The appointment of a co-supervisor is subject to Departmental approval.

MEng Program Options

A student may satisfy the MEng degree requirements by completing one of the following two options: 1) Thesis or 2) Non-Thesis (Project)

Thesis Option: (46 credits)

The Thesis option requires satisfactory completion of 18 graduate level course credits (ECSE 5xx or ECSE 6xx) with a grade of B- or better, of which no more than 6 credits may be taken outside the Department, plus research leading to a Master's thesis (28 credits), the total amounting to 46 credits. Courses taken outside the Department must be related to the MEng degree in ECE. Non-departmental courses require ECE Departmental approval. Students may be allowed to take more than 6 credits of non-departmental courses; a letter of recommendation from their supervisor outlining the reason for such an action is required.

The following are the thesis component courses:

ECSE-691	Thesis Research 1	4 credits
ECSE-692	Thesis Research 2	4 credits
ECSE-693	Thesis Research 3	4 credits
ECSE-694	Thesis Research 4	4 credits
ECSE-695	Thesis Research 5	4 credits
ECSE-696	Thesis Research 6	4 credits
ECSE-697	Thesis Research 7	4 credits
Total credits:		28 credits

Students following the thesis option must register for all Thesis Research courses (28 credits) over the three required terms of full-time residency. Students must register for at least 12 credits per term of residency to be considered full-time.

Thesis Submission

- The time limit to complete the MEng degree is 3 years.
- The Nomination of Examiners and Thesis Submission Form must be submitted at the same time as the thesis.
- The student and the supervisor must agree on the External examiner. The nomination is subject to the approval of the Associate Chair, Graduate Affairs.
- The student, the supervisor and the Associate Chair must sign the Nomination of Examiners and Thesis Submission Form.
- Detailed information on Thesis Submission, including formatting and content requirements can be read from the Graduate and Postdoctoral Studies (GPS) website – <http://www.mcgill.ca/gps/thesis/guidelines>

Non-Thesis (Project) Option: (45 credits)

The Project option requires satisfactory completion of 27 graduate level course credits (ECSE 5xx or ECSE 6xx) with a grade of B- or better, of which no more than 9 credits may be taken outside the Department, plus a project (18 credits), the total amounting to 45 credits. Courses taken outside the Department must be related to the MEng degree in ECE. Non-departmental courses require ECE Departmental approval. Students may be allowed to take more than 9 credits of non-departmental courses; a letter of recommendation from their supervisor outlining the reason for such an action is required. The following are the project component courses:

ECSE-651	Research Project 1	1 credit
ECSE-652	Research Project 2	2 credits
ECSE-653	Research Project 3	3 credits
ECSE-654	Research Project 4	4 credits
ECSE-655	Research Project 5	4 credits
ECSE-656	Research Project 6	4 credits
Total number of project credits:		18 credits

Students following the project option must register for all Research Project courses (18 credits) over the three required terms of full-time residency. Students must register for at least 12 credits per term of residency to be considered full-time.

Project Evaluation

Non-thesis option students must submit a written report and make an oral presentation of their project. Two or three examiners will grade the project, the supervisor and co-supervisor (if applicable) and one other ECE professor, selected by the supervisor(s) and the student.

Mandatory Research Progress Tracking

The supervisor together with the student must complete Research Progress Tracking forms and submit them to the ECE Graduate Programs Office as follows: within the first 3 months of initial registration in the program and subsequently by May 31st each year.

Grading

All thesis component courses will be given an interim grade of "IP" (in progress) automatically when the student registers for the course(s). All "IP's" will be converted to "P's" (Pass) after a Master's student is approved for graduation.

Master's students who are promoted to the Doctoral program without having to finish their Master's degree (fast-track) or Master's students who change from thesis to non-thesis option, will have the interim "IP" grade changed to "KK" (requirement waived), upon the recommendation from the supervisor.

Project component courses will be given an interim grade of "HH" until the final project is submitted and graded. The final grade for the project will then be applied to each project component course.

Transfer Credits

No more than a total of 6 credits (Thesis option) or 9 credits (Non-Thesis option) will be given for graduate level course work undertaken at other universities. Such courses should have received a grade of "B-" or better. Transfer credits may be granted only for courses not used towards a previous degree and must be approved by the supervisor and Graduate Program Director.

Undergraduate Level Courses

Supervisors who wish to include 200, 300 or 400 level Departmental and/or non-Departmental courses in the student's program may do so but no credits will be granted towards the degree requirements.

Transfer from Thesis to Non-thesis or Vice-versa

A student may switch program options with the approval of the supervisor. To effect such a transfer, the supervisor must provide the Graduate Programs Director with a recommendation which includes the reason for the change of option. Such decisions should be finalized during the first or second semesters of the initial registration into the program.

Residence Requirement

The residency requirement for the MEng program is three terms of "full-time" status. A registration of 12 credits (minimum) per term is required. During the residency period, students pay full-time fees based on their immigration status. Once the residency requirement is complete, the registration status changes to "additional session" for thesis students and to "non-thesis extension" for non-thesis students; tuition is reduced to the Quebec rate for out of province and international students. The typical time to complete the degree is 2 years. The maximum time permitted to complete the degree is 3 years. The time is measured from the date of first registration to the submission of a thesis or project.

Policy Regarding Failures

The accumulation of two failures results in permanent withdrawal from the MEng program. A failure is recorded in each of the following cases:

- a grade of less than B- is obtained in a 500- or 600-level course;
- a Research Progress Tracking Form is unsatisfactory.

Registration Status

Full-time students: Students registered in a term of residency fall into this category. MEng candidates must show a minimum of 12 credits per term on their record during the residency period.

Half-time students: In some cases, students in the thesis option are permitted to register on a half-time (minimum 6 credits per term) during the terms of residency. The time limitation for half time students is 5 years. Two half-time terms is equal to one full-time term.

Part-time students: This status is available only for domestic students in the project option with the approval of the supervisor. If a student registers for less than 12 credits per term, they are considered to be part-time. Part-time MEng students must complete their degree within a time limitation of 5 years.