DEN@Viterbi
Getting Started:

A Limited Status Enrollment Overview

Fall 2019

USC Viterbi School of Engineering | USC University of Southern California

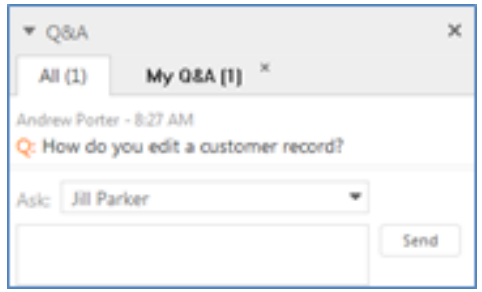
WebEx Quick Facts

Will I be able to get a copy of the slides after the presentation?

YES!

How can I ask a question during the information session?

1. Using the Q&A Panel, type a question in the box below the Ask drop-down menu.
2. Select a recipient from the Ask drop-down menu.



3. Click Send. We will respond as soon as we are able.

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Today's Program

- USC Viterbi School of Engineering
- DEN@Viterbi
- Limited Status
  - Overview
  - Enrollment Process
- Tuition & Fees
- Q&A

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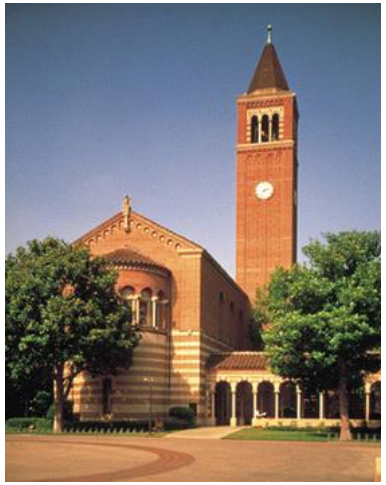

UNIVERSITY OF SOUTHERN CALIFORNIA

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The University of Southern California

- Oldest Private University in the western U.S.
  - Founded in 1880
- 47,500 Students
  - 20,000 Undergraduates | 27,500 Graduates
- 4,451 Full-time Faculty
- Diverse Student Population
- Located in Los Angeles

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Viterbi School at a Glance

Academic Departments

- 8 Academic Departments

Faculty

- 188 tenure-track faculty
- 16 Full-time, TT NAE Members (30 Total)
- 70+ NSF CAREER, National & Presidential Young Investigator

Student Populations (Fall 2018)

- 2,767 Undergraduate
- 5,922 Graduate students

Research

- Leader in funded research
- 35+ Research Centers
- More than $207M in research expenditures annually

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Engineering Degree Options

37 Master's degrees and 5 Graduate Certificates available via online delivery

Academic Departments

- Aerospace & Mechanical Engineering
- Astronautical Engineering
- Biomedical Engineering
- The Mork Family Department of Chemical Engineering & Materials Science
- Sonny Astani Department of Civil & Environmental Engineering
- Computer Science
- Ming Hsieh Department of Electrical and Computer Engineering
- Daniel J. Epstein Department of Industrial and Systems Engineering

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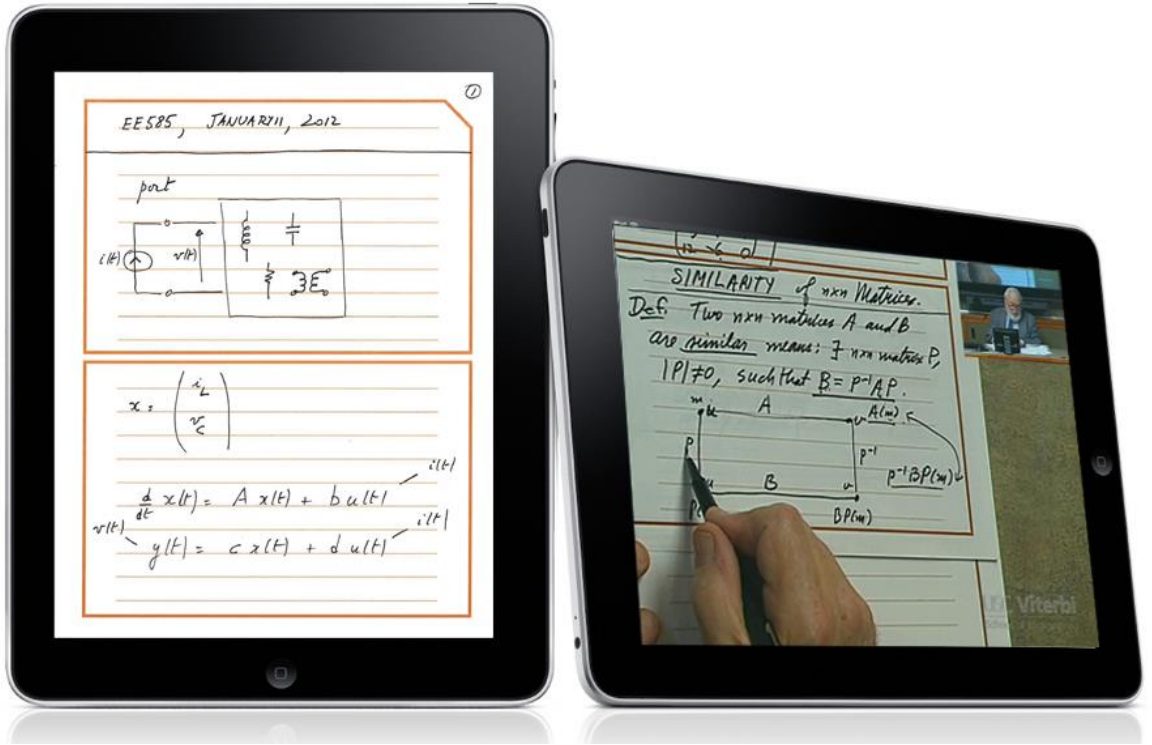
DEN@Viterbi

- More than 40 years of distance education expertise
- Online delivery makes earning a master's degree practical and flexible for working professionals
- Technical Requirements
  - High-speed internet access
  - Webcam & Microphone
  - Adobe Acrobat Reader

Additional Technical Requirements:
https://viterbigrad.usc.edu/technical-support/technical-requirements



How DEN@Viterbi Works

The Viterbi School of Engineering uses a state-of-the-art, proprietary web-based delivery system that enables students from around the world to access classes live, on-demand or by download.

DEN@Viterbi Students:

- View the same lectures as on-campus students, with fresh content every semester
- Participate in highly interactive discussions with professors and peers
- Submit homework electronically
- Take exams at proctored testing centers near their home or work (or at USC if in the Los Angeles area)

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DEN@Viterbi Overview

	DEN@Viterbi Student	On-Campus Student
Program Admission	USC Graduate Application & required materials	USC Graduate Application & required materials
Weekly Course Lectures	Online with Interactivity	On USC's Campus
Online Course Archives (Lectures & Course Documents)	✓	✓ *
Assignments	Submit electronically according to course deadlines	Submit during lecture or lab according to course deadlines
Exams	Proctored location	USC's campus
Courses per Semester (Average)	1-2	3-4
Degree Completion Requirements	27-37 units with a 3.0 GPA or above	27-37 units with a 3.0 GPA or above
USC Diploma (No Distinction)	✓	✓

*DEN@Viterbi Sections Only

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DEN@Viterbi's E-Learning System

DEN@Viterbi Classroom

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DEN@Viterbi Enrollment Options

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DEN@Viterbi Enrollment Options

Admitted

Student has applied and been formally admitted to a graduate degree program

vs.

Limited Status

Allows qualified applicants to take courses prior to submitting a formal application for admission or taking the GRE

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Application Deadlines

Application Deadlines

Spring 2020

- Deadline to submit all required materials: September 15, 2019*

Fall 2020

- Deadline to submit all required materials: January 15, 2020*

Helpful Links:

List of DEN@Viterbi Programs
http://viterbi.usc.edu/DENDegrees

USC Graduate Application:
https://usc.liaisoncas.com

** A deadline extension for DEN@Viterbi applicants may be available. Please email DEN@Viterbi.usc.edu for more information.*

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Enrollment Category: Limited Status

What is Limited Status?

- Limited Status allows strong candidates to begin coursework before formal admission

Limited Status Eligibility

- Undergraduate degree in engineering, math or a hard science from a regionally accredited institution with a ***cumulative GPA of at least 3.0*** (on a 4.0 scale).
- You must also have the necessary background for the USC course you wish to take.

What if I don't meet the requirements?

- Individuals who do not meet the requirements for limited status should apply for formal admission.

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Enrollment Category: Limited Status

Overview of Limited Status

- A max. of 12 units may be taken as a Limited Status student
- Enrolled at USC, receive USC credit; and course appear on official USC transcript
- If admitted, courses taken as a Limited Status student can be applied toward an appropriate graduate program, upon departmental approval
- ***Limited Status students are not formally admitted to a degree program and Limited Status does NOT guarantee admission***

How to Get Started

- Start your DEN@Viterbi Profile: viterbi.usc.edu/DENProfile
- No deadline for requesting Limited Status but DEN@Viterbi Profile should be submitted 1 week before start date of desired term.
- Apply for formal admission

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Limited Status Overview

- As a Limited Status Student you are “housed” within Viterbi Admission and Student Engagement (VASE)
- Individuals must be located in the United States in order to pursue Limited Status enrollment
- The VASE Student Affairs team can answer any questions you have on enrollment, courses, tuition, etc.
- Academic Department Advisors are unable to provide assistance to Limited Status Students

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Steps to Become a Limited Status Student

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Limited Status: Checklist

- ❑ Complete DEN@Viterbi Profile
- ❑ Receive Limited Status Approval Email
- ❑ Check OASIS for registration appointment **time(complete online form if you need a registration appointment)**
- ❑ Decide on course you would like to take
- ❑ Request D-Clearance with DEN@Viterbi
- ❑ Register for course on USC's Web Registration
- ❑ Course will appear online 1-2 weeks before the start of the semester

Cardinal = DEN@Viterbi System
Gray = USC System

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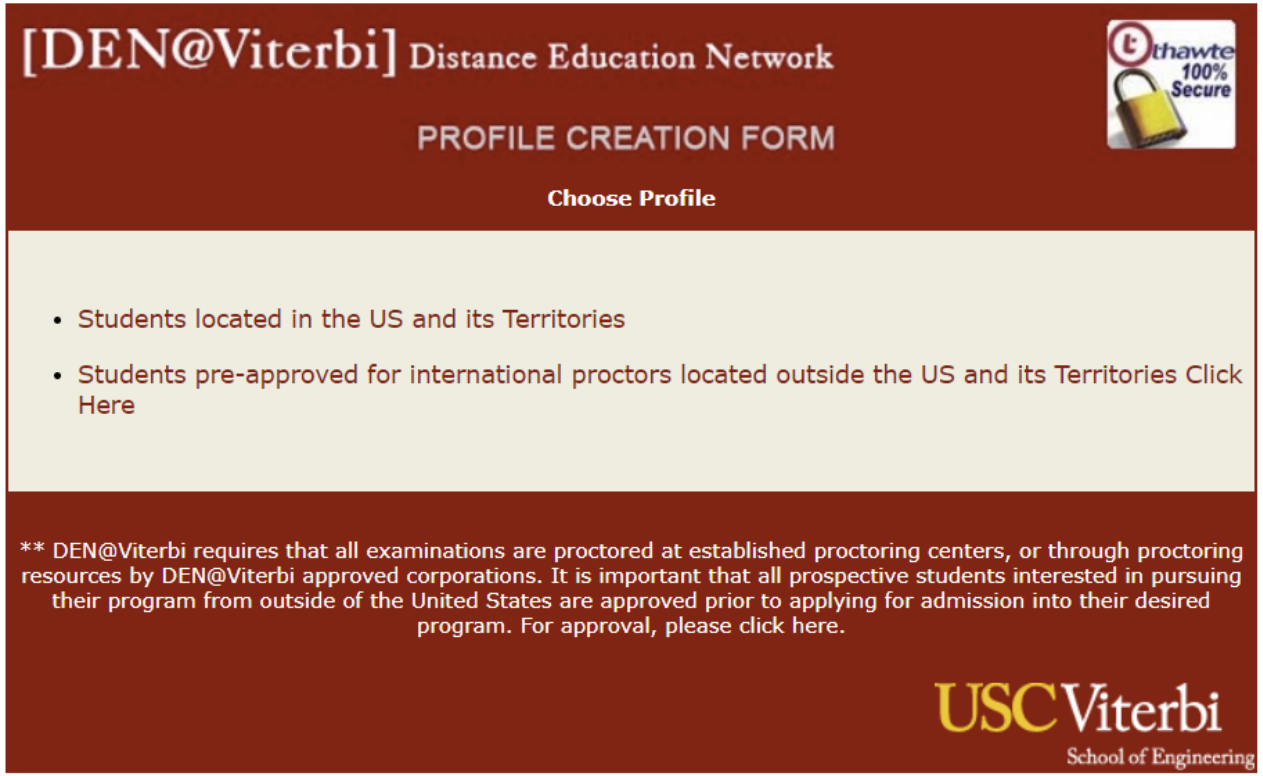
Step 1: Complete DEN@Viterbi Profile & Receive Approval for Limited Status



1. Submit **DEN@Viterbi Profile:** viterbi.usc.edu/denprofile
2. If qualified, you will receive approval within 3-5 business days*

**In some cases, unofficial transcripts may be required. You will be notified immediately if this is the case, however, please note that this may cause a delay in the approval process.*

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Step 1: Complete DEN@Viterbi Profile & Receive Approval for Limited Status

Information Required for DEN@Viterbi Profile

- Personal Contact Information
- Company Name and Location
- Degree(s) awarded
  - Degree (BS/MS/PhD)
  - Major
  - College/University
  - GPA
  - Year Awarded
- Desired Enrollment Term
- Intended Program
- Create username

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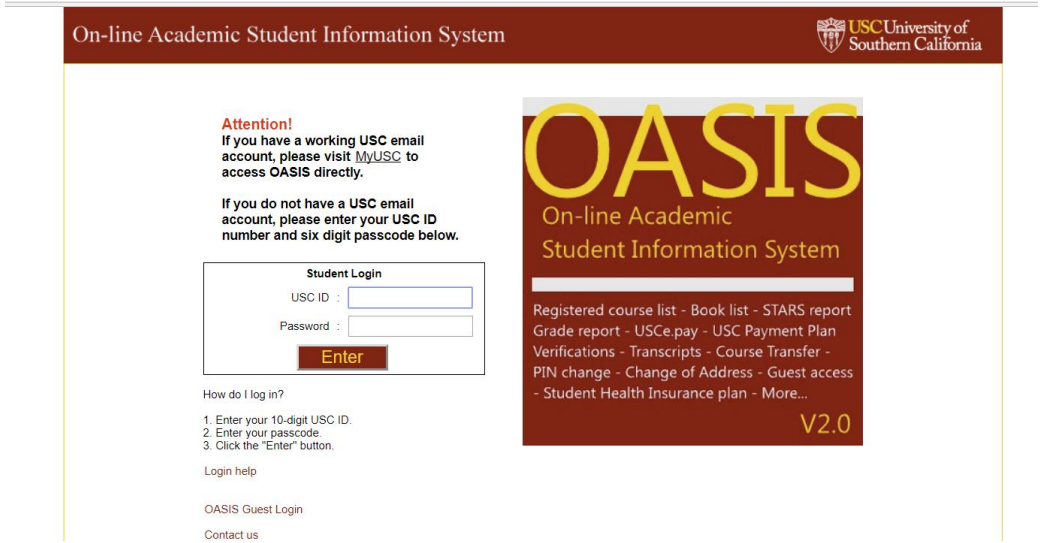
Step 2: Check Registration Appointment Time



1. Go to **USC OASIS:** www.usc.edu/oasis
2. Refer to Limited Status Approval Email for USC 10-digit ID
3. To check registration appointment time, select “Permit to Register”
   - If this is your first time logging on to OASIS, your default password is your 6 digit birthday (mmddyy). This is also your PIN for Web Registration
4. Update Address Information under “Change of Address” if needed

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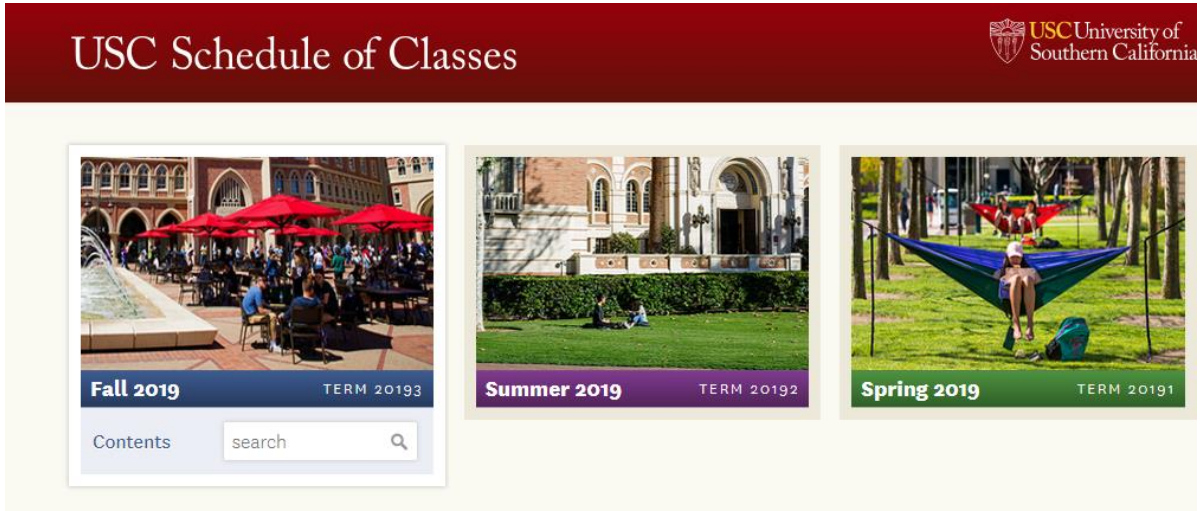
Step 3: Choose Your Course



1. Go to **USC Schedule of Classes:** http://classes.usc.edu
2. Limited Status Students should enroll in “required courses” for their program of study
3. When reviewing courses, note Course Name and “DEN@Viterbi” section ID
4. If you have questions on what class to enroll in, please contact den@vase.usc.edu – provide your 10-digit USC ID

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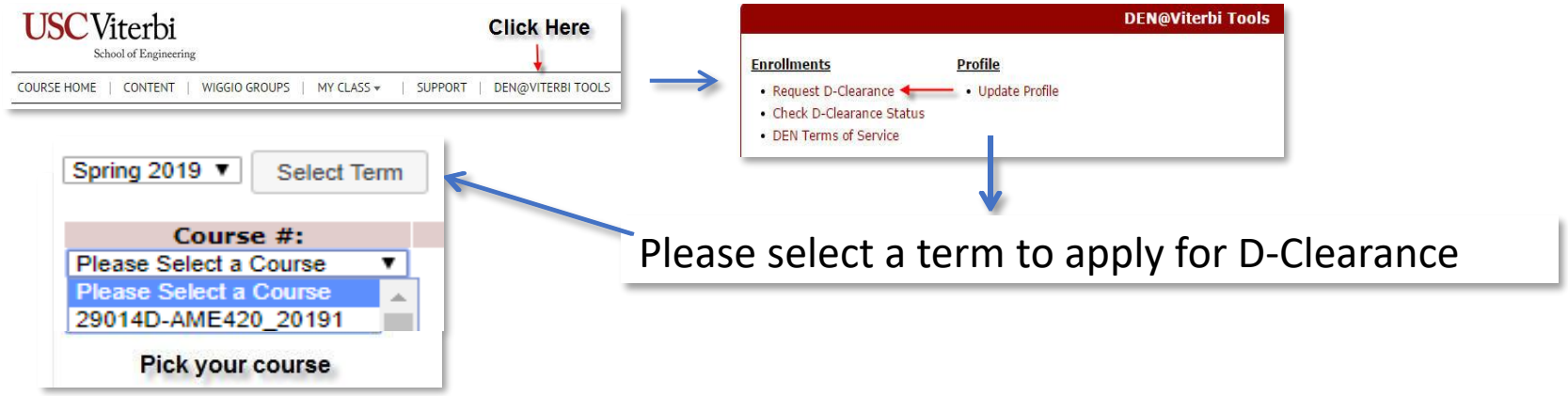
Step 4: Request D-Clearance from DEN@Viterbi



1. Login to **Desire2Learn (DEN Course Management System):** http://courses.uscden.net
2. Select DEN@Viterbi Tools
3. Select Request D-Clearance and submit required information based on course chosen
4. Approval process takes 1-3 business days, (longer if you select electives as they require department review). To check status of D-Clearance go to DEN@Viterbi Tools› Check D-Clearance Status
5. You can register once your request has been processed. D-clearances expire 7 days from when it is issued so register as soon as you obtain it to secure a seat in a course.

For questions on D-Clearance status, contact den@vase.usc.edu

All DEN@Viterbi courses require D-clearance.

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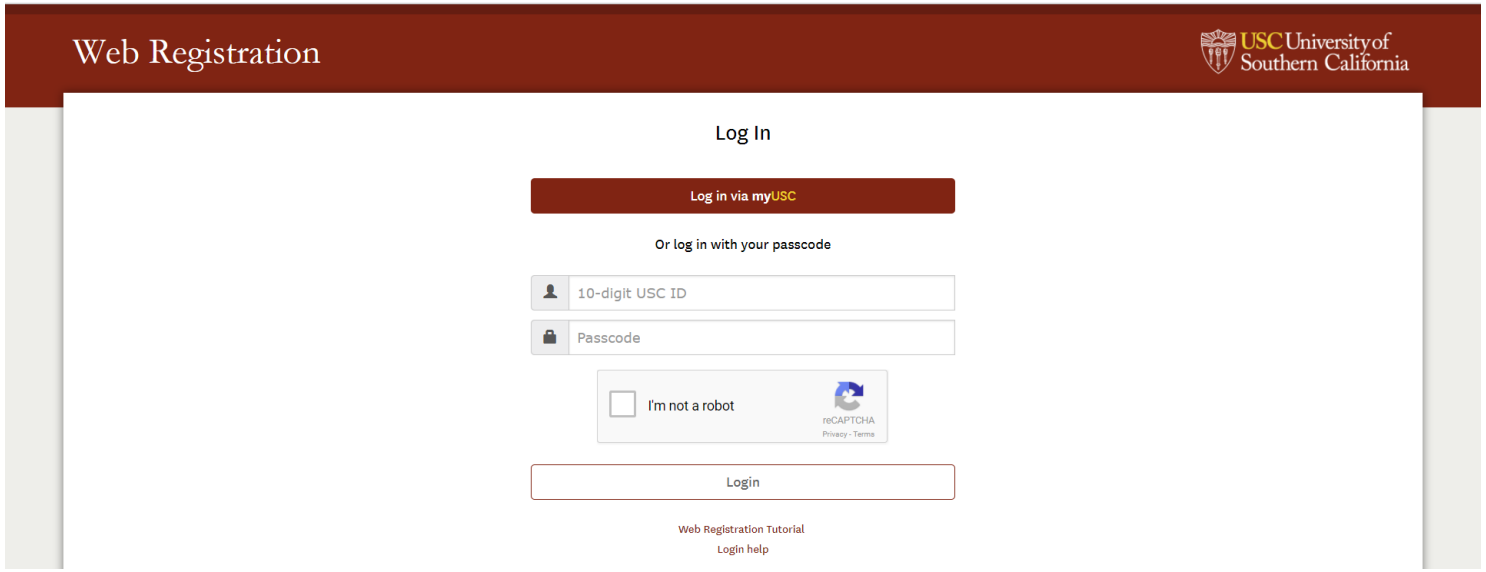
Step 5: Register for Course



1. Go to **USC Web Registration:** https://webreg.usc.edu
2. Passcode is your 6 digit birthday (mmddyy)
3. Follow the automated system to register for your course
   If you receive a registration appointment error, fill out the form listed in the message and wait for a registration appointment confirmation (usually within 1 business day)
4. If you have any difficulties registering, please contact den@vase.usc.edu

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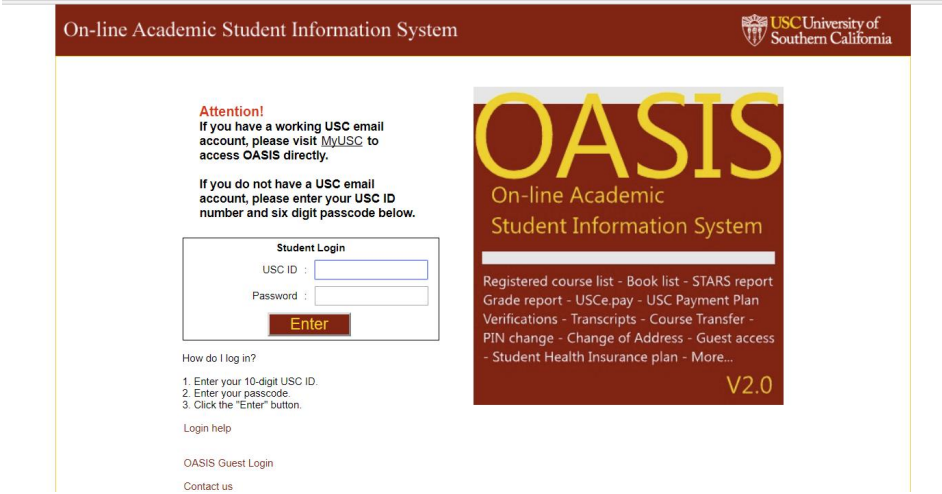
What to Do AFTER You Register

OASIS (www.usc.edu/OASIS)



- Verify your registration
  - Check your "Registered Course List"
- Check your billing balance and settle your tuition
  - Students can use USCe.pay (https://sfs.usc.edu/epay/) to review current balances and pay online from OASIS.
- Check for required textbooks or software "Book List Link"
- Obtain your **USC ID Card** (Optional)

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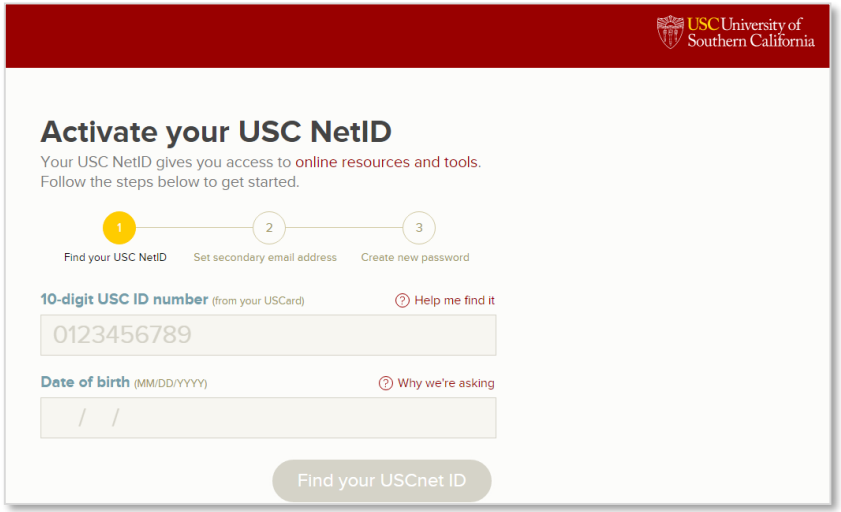
What to Do AFTER You Register

- Activate your **USC Email** (https://netid.usc.edu/account_services/activate_account)
  - Limited student email accounts will be created within 2 weeks of the start of the term for which you are in enrolled or within 3 days after you enroll if you register after the start of the term.
  - Activate and check email at: http://google.usc.edu/



- **USC Portal** (http://my.usc.edu)
  - Gain quick access to OASIS, Web Registration, Email, Grades and more from this single location. Use your email username and password to logon.
  - USC Email is required to access the USC Portal (myUSC)

For more information: https://viterbigrad.usc.edu/academic-services/course-registration/

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General DEN@Viterbi Student Information

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Tuition & Fees (2019-2020)

Example of tuition and fees for a DEN@Viterbi Student

PER-COURSE FEES	Unit Cost	Tuition for 3-Unit Course	Tuition for 4-Unit Course
Tuition for 500/600 level course	$2,075	$6,225	$8,300

PER-SEMESTER FEES	Cost	Total per semester
Engineering Access Fee	$35	$35
Norman Topping Student Aid Fund	$8	$8

** Additional fees include textbooks ($150 - 200) and exam proctoring fees ($40 - 100)*

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Employer Reimbursement Deferment

Students supported by a company can defer payment of up to 90% of tuition until after the semester is over.

Program Eligibility

- Your employer reimburses you for tuition at the end of each term.
- Your student account is current.

Program Participation Requirements (required every semester prior to the settlement deadline each term)

- Complete and submit deferment application
- Pay 10% of tuition, 100% of all fees and a $100 application fee
- Sign and submit promissory note packet to uscsfs@usc.edu

Online Submission of Employer Reimbursement:
https://sfs.usc.edu/payment/employer-reimbursement/

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Important Dates

Fall 2019	
Registration	April 25-August 23
Last Day to Register (w/o late fee)	August 23
Fall Semester Classes Begin	August 26
Labor Day, University Holiday	September 2
Last Day to Drop a Class (w/o a mark of “W”)	September 13
Last Day to Purchase or Waive Tuition Refund Insurance	September 13
Fall Recess	October 17-18
Thanksgiving Recess	November 27-December 1
Fall semester Classes End	December 6
Winter Recess	December 19-January 12, 2020

Detailed **Fall 2019 Registration Calendar:** https://classes.usc.edu/term-20193/calendar/

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DEN@Viterbi Corporate Snapshot

Aerojet Rocketdyne
Aerospace Corporation
Alpine Electronics
Amgen, Inc.
BAE Systems
Boeing
Boston Scientific
California Resources Corp.
Chevron
Cisco Systems
Delphi
Devon Energy
Ericsson
ExxonMobil
GE Energy
General Dynamics
Google, Inc.
Halliburton
Hamilton Sundstrand
Honeywell
Intel
Jet Propulsion Laboratory
Korean Air
Kuwait Oil Company
Lockheed Martin
L.A. Dept of Water & Power
Medtronic
Microsoft
Motorola
NASA
Nokia
Northrop Grumman
Oracle
Pratt & Whitney
Qualcomm
Raytheon
SAIC
Schlumberger
Sikorsky
Space Systems/Loral
Southern California Edison
Southern California Gas Co.
United Technologies Corporation
United States Armed Forces
Yahoo, Inc.

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Afghanistan
Argentina
Australia
Brazil
Canada
China
Denmark
Egypt
Germany
Guam
India
Israel
Japan
Kazakhstan
Kuwait
Mexico
Nigeria
Norway
Puerto Rico
Qatar
Saudi Arabia
Singapore
South Korea
Spain
Sri Lanka
Switzerland
Taiwan
UAE
UK
USA
Venezuela

DEN@Viterbi around the world

Multiple DEN@Viterbi students have pursued their degree from each of the countries represented by a cardinal dot.

Frequently Asked Questions

- *I do not have a bachelor's degree in engineering, math or a hard science but have been working as an engineer and/or have been in the engineering field for many years – is there an exception to the undergraduate requirement of a BS in engineering, math or a hard science?*

- **Answer:** One of the basic requirements for admission to the Viterbi Master of Science programs is a bachelor's degree or its equivalent from an accredited college or university, comparable in standard to that awarded at USC. This prohibits any exception to the Limited Status enrollment requirements.

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Frequently Asked Questions

- *I have a BS in engineering, math or a hard science but do not have a GPA of 3.0 or higher from my undergraduate institution. I did receive higher than a 3.0 from a previous Master's degree in engineering. Do I qualify for Limited Status?*

Answer: The faculty of the Viterbi School of Engineering have determined that an undergraduate GPA of 3.0 is the minimum standard to allow enrollment as Limited Status. DEN cannot allow an exception to this standard.

Students with a GPA of less than 3.0 are encouraged to apply for admission and submit credentials including letters of recommendation, a statement of purpose, transcripts and GRE scores. This information provides a more complete picture for admissions officers and faculty to evaluate and best determine the applicant's qualification for success in a USC Master of Science program.

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Frequently Asked Questions

- *I attended more than one school as an undergraduate student. Should I submit the cumulative GPA from all institutions attended (community colleges, transfer institution, etc.) or just the GPA from the school where I received my BS on my DEN Profile?*

Answer: Please indicate your cumulative GPA from the undergraduate institution that you received your undergraduate BS degree.

- *Can I take courses towards a graduate certificate program as a Limited Student?*

Answer: Yes. You must be admitted before completing the courses required for a Graduate Certificate.

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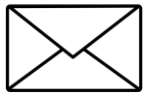
Contact Us

USC Viterbi School of Engineering
Viterbi Admission & Student Engagement

 **DEN@Viterbi.usc.edu**

213.740.4488

http://viterbi.usc.edu/DEN

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