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Department of Electrical and Computer Engineering Course Enrollment Policy

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Department of Electrical
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Course Enrollment Policy

Background

Over the past several years, student enrollment at NPS, as well as student enrollment in the Electronic Systems Engineering curriculum, have dropped as a result of the military drawdown. This has resulted in low enrollments in some ECE courses, particularly at the 4000 level. As a result, the ECE Department and the Code 34 Curric Office have agreed to implement the policies outlined below to facilitate course scheduling, teaching assignment of faculty, and to maintain the academic rigor of the Electronic Systems Engineering curriculum. Naval Postgraduate School students are privileged to have individual class scheduling. With this comes the responsibility to thoughtfully plan each quarter for enrollment in those courses the student actually desires to pursue the next academic quarter. The policy below simply formalizes and more stringently enforces this requirement. It will require more careful planning by students as well as faculty, particularly thesis advisors.

Policy

1. New Courses (EC 39XX and EC 49XX)

New course requests are to be submitted on the annual "wish-list". New course that are approved and scheduled should be advertised to the students at least 2 quarters in advance. This will give students plenty of time to incorporate these courses into their matrices during the normal pre-registration period.

2. ADD/DROPS

After classes start, Drops will be approved by the Curric Office only for the following reasons:

      -Student is changing tracks.
      -A course is cancelled.
      -A student wants to move from a 2xxx to a 3xxx or 4xxx course.
      -A student doesn't meet the pre-requisites for a course.

Adds will be signed as necessary to meet student needs.

ECE faculty must sign all Adds or Drops. The faculty member has the responsibility to not sign an Add/Drop if it will adversely affect the class enrollment (i.e. increase the class size to an unmanageable level or drop the class size down to a low level). Faculty may also elect to Drop students who do not have the proper course prerequisites.

Students will be held more stringently to the classes for which they have pre-registered and the matrices they have on file.

3.   Registration for Service Courses (EO courses)

ECE students will no longer be allowed to take EO courses unless the EC equivalent course is NOT offered during their residency at NPS.

4. Registration for Non-EC Courses

ECE students will no longer be allowed to take non-EC courses unless required as part of their Education Skill Requirements (ESR's) or approved on a case by case basis by the Curric Officer. The non-EC courses will be required to be a (3-0) or greater.

5. Registration for Directed Study Courses (EC 4900)

Directed study courses are designed to allow a student to study material in an area not covered by a course at NPS. They are not intended to be additional thesis slots and are not allowed to be directly related to the students' thesis. ECE students will be allowed directed study courses while at NPS on a case by case basis approved by the Curric Officer.

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Jeffrey B. Knorr, Chairman   CDR W. T. McCoy, Curriculum Officer
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