COMPREHENSIVE COURSE REQUIREMENT FOR
PHD & PHD TRACK PROGRAM

To fulfill the comprehensive course requirement, the student must take or have taken **6 courses** so that

- They cover at least 4 research areas. The list of all research areas and related course can be found at https://www.cs.ubc.ca/grads/graduate-programs/phd-program/comprehensive-course-requirement/courses-research-area-comprehensive-course-requirement.

- At least 4 of the 6 courses must be in the Computer Science Department.

- At least 4 of the 6 courses must be at the graduate level

- The minimum grade is 72% and the overall average is at least 80%.

Courses taken outside UBC can be counted toward the requirements subject to the following

- The grade obtained must be 72% or equivalent.

- Courses to be counted toward the area requirement must be approved by the faculty contact person for the relevant research area. To obtain approval, students **must provide a detailed course description** (calendar description, course outline, course objectives, topics covered, textbooks used, description of projects and prerequisites). If the faculty contact approves the request, the student should include the email approval when submitting the comprehensive course requirement form.

- For the other courses, approval must be obtained from the supervisor(s).

Students must submit this form by email to explain how they intend to fulfill their comprehensive course requirement. It must be approved by the supervisor(s) and then sent for final approval to Graduate Program Administrator (poon@cs.ubc.ca).

In exceptional cases, the constraint of covering 4 different areas can be waived. The student, with the supervisor(s)'s approval, must attach a justification along with this form, explaining why the proposed courses still provide equivalent breadth. The change is to be approved by the Graduate Affairs Committee.

COMPREHENSIVE COURSE REQUIREMENT FORM FOR PHD AND PHD TRACK PROGRAM

Name:	**Advisor/Supervisor:**

Section 1: Four courses in four different research areas. If a course is taken outside UBC, the approval of the Faculty Contact for that area is needed (include email approval with this form)

AREA	**COURSE # and Name**[1]	**Level** (Grad course / 3rd yr undergrad / 4th yr undergrad)	**GRADE** (if available	**DATE** (eg.SEP98)	**Department and UNIVERSITY**	**Check if Approved by Faculty Contact** (for Non UBC CS course)
Area 1						
Area 2						
Area 3						
Area 4						

Section 2: The fifth and sixth courses can be in any of the research areas. If these courses are taken outside UBC, your supervisor's initial is needed for approval

COURSE # and/or Name	**Level** (Grad course or undergrad)	**GRADE** (if available	**DATE** (eg.SEP98)	**Department and UNIVERSITY**	**Supervisor's Initial** (for Non UBC CS course

Advisor's/Supervisor's Approval	**Approval of Graduate Affairs Committee:**
_____ _____ **Signature of Advisor(s) / Supervisor(s)** **Date:**	

Switching courses: Student can change the course selection provided that the change has been approved by the supervisor(s). Once the supervisor(s) has approved the change, please email to the Graduate Program Coordinator (poon@cs.ubc.ca) and cc your supervisor(s).

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[1] no course should be listed in more than one area.