

December 5, 2016

To: Mathematics graduate students

From: John Palmieri, GPC

Re: Winter 2017 registration

This is a good time for you and your advisor to have a serious talk about your plans, your program, and how you are progressing. Please take advantage of it! Attached you will find a blank Quarterly Plan to facilitate planning of your program. After looking over the course offerings for next quarter (on the web or on the graduate course bulletin board outside the lounge) and talking them over with your advisor, fill this out. Hard copies of the Quarterly Plan form are also available in the Student Services Office (Padelford C-36), and it is also on the web (<https://www.math.washington.edu/Grads/current/forms.php>).

Those of you who have not yet passed your General Exam must get your advisor's signature on the Quarterly Plan. We have asked advisors not to sign any student's Quarterly Plan without having had a substantial face-to-face conversation with their advisee. The Quarterly Plan needs to be turned in to the Student Services Office by the end of the day **Friday, January 6**.

**Registration Requirements:** There are specific registration requirements tailored to students at different stages in the program. They are explained in detail on the web (at the main *Graduate program* web page, follow the link for *Registration guidelines* for either PhD or Master's students, whichever is appropriate). Maybe the most important point is this: *Every supported graduate student* must register for at least 10 credits each academic quarter. In addition:

- *Students who have completed their general exams* and who are doing independent study with their advisor should register for Math 800 rather than Math 600.

**Special Topics in Mathematics Sequence, 581/2/3:** Special topics courses are listed as sections of the sequence Special Topics in Mathematics (581, 582, and 583 in Autumn, Winter, and Spring, respectively). Syllabi for this quarter's courses may be found on the notice board outside the lounge and on the web.

**Math 597:** The first time you teach your own section of a 100-level course, and the first time you teach your own section of a 300-level course, you must sign up for the one-credit *Seminar on Teaching Math* (Math 597), which will pair you with an experienced faculty advisor who will help you to plan and teach your course. It is also highly recommended that you sign up for Math 597 whenever you teach a course that you have not taught before, even if you've already taught another course at the same level. Contact Monty McGovern for details about Math 597.

**Add codes:** To register for certain courses, such as 600/700/800, you need to obtain an *add code*; courses requiring add codes are marked in the Quarterly Time Schedule. Add codes can be obtained in the Student Services Office, C-36.

**Getting advice:** For advice on choosing courses and planning your program, speak with your academic advisor, any other faculty member, or the GPC (John Palmieri). Sarah Garner knows everything about registering for courses and filing degree requests, and she is happy to talk with you at any time.

**Drop policy:** The deadline for dropping a course is the end of the second week of classes, except that each student is allowed one "discretionary drop" *per academic year* during weeks 3–7.

**Courses outside the Mathematics Department:** If you plan to sign up for courses outside this

department, make sure your advisor approves this on the Quarterly Plan. You don't need to get the GPC's specific approval.

**Normal progress:** Be sure you are familiar with the rules for "normal progress," some aspects of which are described below; see the mathematics graduate program web page for full details.

**Normal progress for PhD students:**

- *First-year students:* By the end of this academic year, you should have passed at least two core graduate courses (or the corresponding prelims), and at least eight quarters of courses in the mathematical sciences (counting Math 600, not counting seminars).
- *Second-year students:* By the end of this year, you must have completed twelve courses in the mathematical sciences at the 500-level or higher.
- *Third-year students:* If you have already chosen a thesis advisor, make sure you have notified the Student Services Office who your thesis advisor is – there is a form for this purpose that should be signed by you, your old advisor, and your new advisor. If not, you must choose a thesis advisor by the end of Winter Quarter, and by the end of this coming Summer quarter, you must pass your language exam.
- *Fourth-year and higher:* You must pass your General Exam by the end of Winter Quarter. The UW Graduate School recommends forming your Doctoral Supervisory Committee at least 4 months in advance of your General Exam, so if you haven't done that yet, *do it right away!* See the grad program web page for a detailed checklist to help you prepare for your General Exam.

**Normal progress for Master's students:**

- *First-year students:* By the end of this academic year, you should have satisfactorily completed at least eight one-quarter courses from the list of courses applicable to your degree.
- *Second-year students:* By the end of this academic year, you should have completed all the requirements for your degree.

**Seminars:** Before signing up for any seminar, be sure to contact the seminar coordinator and make sure you understand what is expected. Most seminars are two credits unless you make special arrangements.

510A	Algebra	550A	DG/PDE
510B	Algebraic Geometry	550B	Combinatorics
530A	Rainwater	550C	Number Theory
530B	Inverse Problems	570A	Topology
530C	Complex Analysis	580A	Current Topics
530D	Optimization	590A	Probability

**Independent Study and Thesis:** With permission of a faculty member, you may sign up for the following courses:

- 600A Independent study/reading course
- 600B Supplemental reading in connection with a math course
- 700 Master's thesis
- 800 PhD thesis (post-prelim PhD students with thesis advisors only)



# DEPARTMENT OF MATHEMATICS

UNIVERSITY *of* WASHINGTON

## QUARTERLY PLAN

This form is due in the Student Services Office (PDL C-36)  
by 5:00 pm on the fifth class day of the quarter.

**Student Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Advisor Name:** \_\_\_\_\_

**Quarter/Year:** \_\_\_\_\_

Course #	Course Name	Instructor	Credits

Total Credits: \_\_\_\_\_

**Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Additional Comments:**

**Exceptions:**

See the [Registration Guidelines](#) for details about registration requirements for Master's and PhD students. If you are requesting an exception to the requirements that requires approval from the Graduate Program Coordinator, please describe the exception here, and obtain the GPC's initials below.

GPC initials: \_\_\_\_\_