TEXAS TECH UNIVERSITY

Bob L. Herd Department *of* Petroleum Engineering™

Master's Program Handbook

Contents

Welcome:

Welcome to the Bob L. Herd Department of Petroleum Engineering at Texas Tech University. This handbook contains information that is essential to your success in this department. You are responsible for becoming familiar with this handbook and following the instructions provided. This handbook aims to answer questions that you may have over the course of your time in this department.

This handbook clarifies the policies, procedures, and guidelines for completing the MS degree in Petroleum Engineering. Policies regarding various aspects of graduate student activities are established to protect students as well as to maintain high standards of the program. Compliance with stated policies, procedures, and guidelines is the responsibility of the student, and failure to do so may result in suspension, probation, or delay in graduation. The policies stated herein supplement those for the Graduate School at Texas Tech University and do not in any way supersede those standards already documented. Students are encouraged to become familiar with the policies and those published in the Graduate Catalog, available at: http://www.depts.ttu.edu/officialpublications/catalog/index.php

If you have further questions, please contact the Graduate Advisor or the Academic Coordinator.

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University Academic Regulation

1. Full-time study

All graduate students are required to be enrolled in spring and fall semesters. Students with assistantships or other appointments (TA, RA) are required to keep full-time status in both summer sessions. This requirement means that students that are RA's or TA's must be enrolled in the summer sessions (3 credit hours each session).

Full-time is considered for long semesters to be between 9-16 credit hours and 3 credit hours for summer sessions.

2. Continuous Enrollment

Students who have begun thesis or dissertation research must register for 6000 or 8000 courses, respectively, in each regular semester and at least once each summer until all degree requirements have been completed, unless granted an official leave of absence from the program for medical or other exceptional reasons. Students officially classified as off-campus students may register for 1 hour of 6000 or 8000 with departmental approval until their final semester, at which time they must enroll in at least 3 hours.

3. Leave of Absence

Any student who fails to register during a fall or spring semester and who does not have an official leave of absence form is subject to review for readmission by the standards in effect at the time of reconsideration. Official leave of absence, which is granted by the Dean of the Graduate School upon department recommendation, may be requested only in case of serious medical conditions and other exceptional reasons. Normally, leaves of absence will not exceed one year. Leaves of absences do not extend the maximum time allowed for completion of the degree.

4. Required Thesis/Dissertation Hours

Registration for at least 6 hours of 6000 is required for master's thesis, 6 hours of 6001 for non-thesis, and at least 12 hours for doctoral dissertation. Once the

project has begun, a student must be enrolled in such courses every semester and at least one term during the summer until completion. A student should enroll under the committee chairperson; however, in those instances in which other professors on the committee are making substantial contribution to the student's research, it is permissible for the student to enroll proportionally under those professors. Students certified as off-campus may enroll for as little as 1 hour until their final semester, at which time 3 hours minimum is required.

Students may not enroll in thesis or dissertation courses before the formal admission to a degree program by the graduate dean.

Enrollment for thesis or dissertation courses is permitted only during a regular registration period. Students away from the campus may, however, register for such courses by mail, provided arrangements are made with the registrar's office by telephone or electronically prior to the beginning of a registration period.

Students are required to register for appropriate courses in every semester or summer term in which they are expected to receive assistance, use the facilities of the university, or take comprehensive examinations.

The number of hours for which students must enroll in each semester depends on their level of involvement in research and their use of university facilities and faculty time. Students in residence who are devoting full time to research should enroll for 9 to 12 hours.

5. Registration in the Semester of Graduation

There are 3 official graduations dates: December, May, and August. Every candidate for a graduate degree must be registered in the Graduate School in the session of graduation. Students must be registered for at least 3 hours of coursework at the 6000 level (thesis option) or the 8000 level (doctoral students) or they must register for 1 hour of non-thesis coursework at the 7000 level (individual study) if all requirements are met. Failure to graduate at the expected time requires such additional registrations as may be necessary graduation. A new "Statement of Intention to Graduate" is required for each semester.

6. Maximum Allowable Doctoral Hours

Students not making timely progress toward completion of the doctoral degree are subject to termination by the graduate dean. The Texas Legislature has capped fundable graduate study at 99 doctoral hours for most programs and may impose sanctions upon universities permitting registration for excess hours. Graduate students with more than 99 doctoral hours will be require to pay out-of-state tuition, regardless of residence status. The maximum time allowed for completing a doctoral degree is EIGHT years from the first doctoral semester or FOUR years from admission to candidacy, whichever comes first. The graduate dean must approve exceptions or extensions in advance.

7. Maximum Allowable Graduate Hours (except doctoral programs)

Students who are in programs other than doctoral programs and are not making timely progress toward completion of their degree are subject to termination by the graduate dean. Graduate students beyond the maximum allowable graduate hours are determined by the Texas Legislature may be required to pay out-of-state tuition, regardless of residence status. The maximum time allowed for completing a master's degree is six years. The graduate dean must approve exceptions or extensions in advance.

8. Academic Probation and Suspension

Every student enrolled in the Graduate School, whether working toward a degree or not, is required to maintain a high level of performance and to comply fully with the policies of the institution. The Graduate School reserves the right to place on probation or suspend any post-baccalaureate or graduate student who does not maintain satisfactory academic standing or who fails to conform to the regulations of the university.

Students whose cumulative graduate GPA falls below 3.0 are placed on academic probation and have two consecutive terms to raise their cumulative GPA to at least 3.0 to avoid academic suspension from the Graduate School. If their semester GPA drops below 3.0 during the two-semester period, students are subject to academic suspension from the Graduate School. If their cumulative graduate GPA remains less than 3.0 and their term GPA is greater than 3.0 in the next term, they are placed on continued probation. If the student's overall GPA remains below 3.0 in the following term, they are placed on academic

suspension. In accordance with OP 64.07, any student who has been suspended must appeal to the Graduate School if reinstatement is desired. A student who is suspended twice will not be allowed to return to the Graduate School. Students may be suspended for unprofessional conduct such as cheating or plagiarism. Any appeal of such action is subject to the provisions of the Code of Student Conduct.

Graduate Financial Aid & Scholarships

There are various financial aid possibilities available to graduate students who decide to enroll in the graduate program at Texas Tech University. However, this will not be effective before one or two semesters after the graduate students join the program.
Four sources of financial support exist in the department:

1. Teaching Assistantship (TA)

Students may apply to be a Teaching Assistant after they have successfully passed the ITA (International Teaching Assistant) workshop, if English is their second language. TA's are required to be full-time students and are required to take online Lab Safety training, EEO, and FERPA training as well as attend safety briefings. Students are appointed for three years but are regularly assessed on their performance and may be terminated before the three years if the TA is not performing adequately or not making substantial progress toward their degree.

2. Research Assistantship (RA)

These positions depend on the research activity in the department. Faculty who have funded research projects may need help and offer positions to qualified graduate students to help the project managers complete their projects. Research assistants are offered salaries comparable to teaching assistants. These salaries are in general sufficient for the students to pay for their living expenses and tuition fees.

3. Scholarship/Fellowship Opportunities

Various scholarships are available at different levels in the university (COE, graduate school, etc.) Graduate students need to apply for these scholarships individually. Even though the amount of money varies from one type of scholarship to the next, all students are urged to apply as soon as they join the graduate program. An added advantage of these scholarships is that they entitle international as well as non-resident graduate students to benefit from substantially discounted tuition fees.

4. Part-time Jobs

The Petroleum Engineering Department has positions as Graders that Graduate Students may apply for.

Finally, numerous part-time job opportunities exist on campus and outside. The fast-growing City of Lubbock allows for many part-time job opportunities in various fields.

Departmental Requirements for Master's Students:

Master's students may choose between either the thesis option or the report option (also referred to as the Non-Thesis option). The specific requirements are detailed below.

All MS Students must maintain a cumulative GPA of 3.0 to stay in the program. Students are required to file a degree plan at the end of their first semester of attendance. Details for the degree plan are found on page 11.

Students are REQUIRED to attend 2 research and/or writing workshops hosted by the graduate school or University. Please visit the Graduate School website for more information about workshops.

Students are ultimately responsible for the completion of their degree. The graduate school's outline of the major required steps for the Master's Degree is found on page 15. It is the responsibility of the student to make sure that all the steps are completed on time and in the appropriate manner.

Advisor

The department Graduate Advisor will temporarily serve as the Faculty Advisor for each student during the student's first semester. Newly admitted students are required to meet with the department Graduate Advisor at the beginning of his/her first semester to create a degree plan.

Each long semester, all faculty members of the department will present in the Seminar course PETR 5121 (*students are required to attend every semester*) highlighting their research topics. Students will use these presentations to determine which faculty members would be the best fit for the student's research interests. A document is provided in the Appendix on page 19 to help with making this decision.

Each student will choose a permanent Faculty Advisor, with the blessing of the faculty member, at the end of the first semester of attendance. If a decision cannot be agreed upon, the Graduate Committee will find a suitable Advisor for the student. The Faculty Advisor will work with the student for the selection of a thesis, report, or dissertation topic.

Once a faculty member accepts the student as an advisee, a *Student-Advisor Commitment Form* must be signed by the student, the Faculty Advisor, and the Graduate Advisor. This form will be turned in to the Graduate Academic Coordinator. **If the form is not on file, the student will not be granted permits to register for PETR 6000 or 6001 courses.**

If a change of Advisor is facilitated by either the student or current advisor, the Graduate Committee, current advisor, student, and new advisor must be informed and a new *Student-Advisor Commitment Form* must be submitted.

Students have the option of following the Thesis option or the Non-thesis option (report).

Thesis option:

The thesis option requires 30 credit hours, consisting of a minimum of 24 hours of course-work, and 6 hours of PETR 6000 Master's Thesis under their advisor. The 24 hours of course work will consist of 12 credit hours from core courses and 12 credit hours of electives. Students are required to be enrolled in the Graduate Seminar for the first 3 long semesters that they are enrolled, this will not count toward the 30 credit hours for the degree. Students are required to attend the seminar in semesters that they are not registered as well.

Students are required to take at least one course from each of the 4 core areas. Core areas are Drilling Engineering, Production Engineering, Reservoir Engineering, and Formation Evaluation. Courses pertaining to each of the core areas and possible electives are outlined on page 12.

Required Courses for the M.S. Thesis Option

Core Courses:	12 credit hours (minimum)
Electives:	12 credit hours (minimum)
PETR 6000:	6 credit hours (minimum)
	30 credit hours

Students are **required** to submit 1 abstract to a high impact journal each long semester they are enrolled in PETR 6000 to receive credit.

Students must maintain continuous enrollment in fall and spring semesters or risk suspension from the University. Thesis students must also be continuously enrolled in thesis hours after starting thesis hours, up to and including the semester of graduation. This enrollment includes at least one credit hour of thesis in either Summer I or Summer II semesters.

Thesis Committee selection

The thesis committee must consist of at least two members in addition to the committee chair (faculty advisor). At least one of these two members must be a faculty member with a full-time appointment in the Petroleum Engineering Department. Three committee members is preferable. All of these committee members should hold a tenured or tenure-track faculty position at Texas Tech University.

Occasionally, a thesis committee could include an additional member from industry or national laboratory. This additional committee member must hold a Ph.D. degree in engineering or science and should be approved by the Graduate Advisor and the Graduate School. For this purpose, the thesis committee chair (the faculty advisor) should provide a one paragraph justification for the need to select a committee member from outside of Texas Tech University.

Thesis Proposal

The student is responsible for coordinating their proposal defense. Once a time has been agreed upon by the thesis committee members, the Academic Coordinator must be notified at least two weeks in advance to book a room.

Thesis Defense

Students who are pursuing the thesis option must submit to the graduate school a written thesis that is approved by the Thesis Committee. It is the student's responsibility to make sure that proper English is used and that the physical form (margins, spacing, etc.) is acceptable. Students are encouraged to visit the Texas Tech Writing Center http://uwc.ttu.edu/ before submitting their thesis to their advisor or committee.

Students are required to defend their thesis in an oral presentation to their Advisory Committee. A draft of the thesis must be provided to the Advisory Committee at *least **one** week prior to the defense*. The date and place of the defense presentation must be advertised *at least **two** weeks in advance* of the defense and the presentation must be open to the public. It is the student's responsibility to provide these details to the Academic Coordinator *at least **three** weeks prior*, so a room may be booked, an advertisement can be created and put on the department monitors. The Master's and Doctoral Notification Form must be submitted to the Academic Coordinator at the same time. This can be found on the graduate school website.

An Electronic copy (ETD) of the thesis must be submitted to the Graduate School during the semester of graduation. The Graduate School sets specific deadlines in each graduation period. Academic calendars can be found on the Official Publications website. Please see https://www.depts.ttu.edu/officialpublications/calendar/.

The committee will fill out the Oral Exam and Thesis Defense Form and submit it to the Academic Coordinator who will submit it to the graduate school following the defense.

Non-Thesis Option (also referred to as the Report Option):

Students may choose to do a report instead of a thesis. This requires 33 credit hours including 27 hours of course work and 6 hours of PETR 6001. The 27 hours of course work will consist of 12 credit hours from core courses and 15 credit hours of electives. Students are required to be enrolled in the Graduate Seminar for the first 3 long semesters that they are enrolled, this will not count toward the 33 credit hours for the degree. Students are required to attend the seminar in semesters that they are not registered as well

Students are required to take at least one course from each of the 4 core areas. Core areas are Drilling Engineering, Production Engineering, Reservoir Engineering, Formation Evaluation. Courses pertaining to each of the core areas and possible electives are outlined on the next page.

Required Credit Hours for the M.S. Non-Thesis Option

Core Courses:	12 credit hours (minimum)
Electives:	15 credit hours (minimum)
PETR 6001:	6 credit hours (minimum)
	33 credit hours

Comprehensive Exam:

Every student who chooses the non-thesis option must pass a comprehensive exam. The nature of the comprehensive exam may change from advisor to advisor. In most instances, it is the presentation of your report to your advisor. The Comprehensive Exam form must be completed by the faculty advisor and turned in to the Academic Coordinator **a month before graduation**. Specific dates are set by the graduate school. Please see https://www.depts.ttu.edu/officialpublications/calendar/ for specific deadlines.

Degree Plan: Program for the Master's Degree and Admission to Candidacy Form

A degree plan must be filled out at the end of the first semester after the student joins the program. Students will decide at this point between a Thesis and a Non-thesis (report) option.

This degree plan should specify the courses the students should take in order to graduate as well as the name of their advisor and committee members (committee members are only needed for the thesis option).

If the student decides to take different courses than what is in their original degree plan, change a committee member, or their research topic, they MUST submit a new degree plan with the updated information to the academic coordinator.

A curriculum checklist is provided for your convenience on pages 16 and 17. This form will help determine which courses the student needs to register for.

Any substitutions for courses must be approved by the Graduate Advisor and must be recorded through written documentation (either a memo or an email in your file). If a Committee Chair suggests that a student take a class outside of the department, the Graduate Advisor must approve in order for the course to count toward the degree plan elective hours.

Degree plans must be approved and signed by the Graduate Advisor and submitted to the Academic Coordinator to be processed.

Courses:

All graduate-level petroleum engineering courses must be taken for credit. No more than six hours of PETR 6300 can appear in a master degree plan without approval from the graduate dean.

The curriculum is organized into four petroleum engineering areas as specified in the Society of Petroleum Engineering nomenclature. In each area, the courses are divided into core courses and elective courses. The master's degree plan of a petroleum engineering student must include at least one course from each of the four core areas.

Course descriptions can be found on the online catalog
https://catalog.ttu.edu/content.php?catoid=9&navoid=987

Drilling Engineering:

- PETR 5303- Advanced Drilling Techniques
- PETR 5315- Horizontal Well Technology

Production Engineering

- PETR 5316- Advanced Production Engineering
- PETR 5317- Well Completion and Stimulation

Reservoir Engineering:

- PETR 5308- Pressure Transient Analysis
- PETR 5320- Advanced Reservoir Engineering

Formation Evaluation:

- PETR 5304- Advanced Well Log Analysis
- PETR 5305- Advanced Formation Evaluation

All the PETR 5000, 6000, and 6001 courses need faculty member approval. All students are required to register for PETR 5121 for the first 3 long semesters. Students should notify their graduate advisor **immediately** when receiving a grade of C, D, or F and before dropping a course, or when withdrawing from the university, to gain a full understanding of the implications and develop a plan for the future. By the department policy, one C or lower in a course results in a warning. One D or lower or two C's result in the student being placed on probation. Students CANNOT graduate with less than a 3.0 GPA. See Graduate School section of catalog for academic standing rules.

Course descriptions can be found on the online catalog
https://catalog.ttu.edu/content.php?catoid=9&navoid=987

Core Area	Core MS level	Core PhD level
Reservoir Engineering	Advanced Reservoir Engineering PETR 5320 (Fall only)	Pressure Transient Analysis PETR 5308 (Spring only)
Production Engineering	Advanced Production Engineering PETR 5316 (Fall only)	Well Completion and Stimulation PETR 5317 (Spring only)
Drilling Engineering	Advanced Drilling Techniques PETR 5303 (Fall only)	Horizontal Well Techniques PETR 5315 (Spring only)
Formation Evaluation	Advanced Well Log Analysis PETR 5304 (Fall only) *Pre-req for PETR 5305	Advanced Form Evaluation PETR 5305 (Spring only)

Core Area	*Elective* Courses	Other *Elective* Courses
Reservoir Engineering	Hydrocarbon Reservoir Simulation PETR 5309	Advanced Simulation Techniques PETR 5310
	EOR PETR 5307	Waterflooding Techniques PETR 5325

	Advanced Phase Behavior PETR 5323	Thermal Oil Recovery PETR 5311
	Adv. Core Analysis PETR 5329	
Production Engineering	Gas Production Engineering PETR 5318	Multiphase Flow in Pipes PETR 5319
	Advanced Artificial Lift Methods PETR 5306	Nodal Analysis PETR 5314
Formation Evaluation	Geostatistics for Reservoir Engineering PETR 5324	Advanced Property Evaluation PETR 5328
Computational Modeling and Simulation	Numerical Application in Petroleum Engineering PETR 5313	Simulation of EOR Applications PETR 5312

Committee Chairs may make course recommendations for students outside of the department to further develop the student's skills in specific areas. ***These courses must be approved by the Academic Advisor in order to count toward degree plan elective hours.***

**Please note that leveling courses PETR 5380-5385 will not count toward degree plan. Students who do not have a degree in petroleum engineering will be required to take leveling courses, however, these hours will not be applied toward the required 30 or 33 hours for the master's degree. **

Statement of Intention to Graduate Forms (Thesis and Non-Thesis)

A student planning to graduate must file a "Statement of Intention to Graduate" through the Graduate School. This must be completed at the beginning of the semester of intended graduation.

Form can be found on the graduate school website under "Academic Progress" and then under "Forms & Resources". http://www.depts.ttu.edu/gradschool/academic/FormsResources.php

A candidate who fails to graduate at the expected time is required to file a new "Statement of Intention to Graduate" for any subsequent graduation and enroll in that semester.

Appendix

TEXAS TECH UNIVERSITY
Graduate School

Required Steps for the MASTER'S DEGREE

	ACTION	INITIATED THROUGH	SUBMITTED TO	TIME
1	Plan courses for degree	Graduate Advisor	Graduate Advisor	Prior to registration
2	Set up thesis advisory committee and title, if applicable	Graduate Advisor	Graduate Advisor	Prior to filing "Program for the Master's Degree and Admission to Candidacy" form
3	File "PROGRAM FOR THE MASTER'S DEGREE AND ADMISSION TO CANDIDACY" form (Not to be confused with the "Statement of Intention to Graduate" form, see #6 below)	Graduate Advisor or Chair, Advisory Committee	Graduate School Enrollment Management	After first semester of master's coursework, no later than the posted deadline
4	File changes in degree program, as necessary	Graduate Advisor or Chair, Advisory Committee	Graduate School Enrollment Management	As needed
5	Enroll in semester of graduation (at least 3 hours of thesis, if defending thesis)	Graduate Advisor or Chair, Advisory Committee	Registrar	Semester of graduation
6	File "STATEMENT OF INTENTION TO GRADUATE" form, including official title of thesis, if applicable. (Not to be confused with the "Program for Master's Degree and Admission to Candidacy" form see #3 above)	Student	Graduate School Enrollment Management	Semester of graduation (One must be filed for each intended graduation semester)
7	Schedule final comprehensive examination and/or defense. Send email to the Thesis Coordinator indicating the time and date of the defense.	Student	Graduate School Thesis Coordinator	Semester of graduation (usually about 6 weeks before graduation)
8	After the exam, the advisor sends REPORT ON COMPREHENSIVE EXAM FORM to Enrollment Management.	Graduate Advisor (non-thesis option)	Graduate School Enrollment Management	By posted deadline
9	After defense, obtain committee signatures on the ORAL DEFENSE and THESIS- DISSERTATION APPROVAL FORM and submit to Graduate School	Student (thesis option)	Graduate School Thesis Coordinator	Prior to deadline during semester of graduation
10	Pay Thesis-Dissertation fee, if applicable	Student (thesis option)	Student Business Services	Prior to deadline during semester of graduation
11	After incorporating committee changes, submit .pdf file of thesis to the ETD site for official review	Student (thesis option)	Graduate School Thesis Coordinator	Semester of graduation (usually5 weeks before graduation date)
12	Final grade for thesis hours (A or B) Grade will be "CR" until final semester	Chair, Advisory Committee	Registrar Final grade roll	End of semester
13	Submit official .pdf of thesis to ETD web site (MM students submit PDF programs to ETD site and turn CDs of performances in to the Graduate School)	Student	Graduate School Thesis Coordinator	Prior to deadline

Student Name_____

R Number_____

TEXAS TECH UNIVERSITY
Bob L. Herd Department *of* Petroleum Engineering

PETROLEUM ENGINEERING THESIS CURRICULUM CHECKLIST

Thesis students in Petroleum Engineering are required to fulfil **30** hours as follows:

☐ **Thesis PETR 6000**- 6 credit hours (no more than 6 hours of 6000 will count towards your degree)

☐ **Seminar PETR 5121** Must register for the first 3 long semesters. (Does not count toward your 30 required hours)

Students must take one class in each of the core courses (12 credit hours)

Drilling Engineering: *PETR 5303 or PETR 5315*

Production Engineering: *PETR 5316 or PETR 5317*

Reservoir Engineering: *Peter 5308 or PETR 5320*

Formation Evaluation: *PETR 5304 or PETR 5305*

1._____ ___ 3._____ ___

2._____ ___ 4._____ ___

The remaining 4 courses (12 credit hours) will consist of elective courses. Courses that were counted as a core course cannot also count as an elective:

1._____ ___ 3._____ ___

2._____ ___ 4._____ ___

Student Name_____

R Number_____

Graduation Date_____

TEXAS TECH UNIVERSITY
Bob L. Herd Department *of* Petroleum Engineering

PETROLEUM ENGINEERING NON-THESIS CURRICULUM CHECKLIST

Non-thesis students in Petroleum Engineering are required to fulfil **33** hours as follows:

☐ **Report PETR 6001**- 6 credit hours (no more than 6 hours of 6001 will count towards your degree)

☐ **Seminar PETR 5121** Must register for the first 3 long semesters. (Does not count toward your 33 required hours)

Students must take one class in each of the core courses (12 credit hours)

Drilling Engineering: *PETR 5303 or PETR 5315*

Production Engineering: *PETR 5316 or PETR 5317*

Reservoir Engineering: *Peter 5308 or PETR 5320*

Formation Evaluation: *PETR 5304 or PETR 5305*

1._____ ___ 3._____ ___

2._____ ___ 4._____ ___

The remaining 5 courses (15 credit hours) will consist of elective courses. Courses that were counted as a core course cannot also count as an elective:

1._____ ___ 4._____ ___

2._____ ___ 5._____ ___

3._____ __

ıdent Name_____

Number_____

ıduation Date_____

TEXAS TECH UNIVERSITY
Bob L. Herd Department *of* Petroleum Engineering

PETROLEUM ENGINEERING NON-THESIS CURRICULUM CHECKLIST

WITH LEVELING COURSES

Non-thesis students in Petroleum Engineering are required to fulfil **33** hours as follows:

☐ **Report PETR 6001**- 6 credit hours (no more than 6 hours of 6001 will count towards your degree)

☐ **Seminar PETR 5121** Must register for the first 3 long semesters. (Does not count toward your 33 required hours)

Students must take leveling courses before taking core or elective courses (does not count toward required 33 hours)

Drilling Engineering: *PETR 5380 (PETR 3307)*

Reservoir Engineering: *PETR 5383 (PETR 3306)*

Production Engineering: *PETR 5381 (PETR 4303)*

Rock Properties: *PETR 5385 (PETR 3303)*

Students must take one class in each of the core courses (12 credit hours)

Drilling Engineering: *PETR 5303 or PETR 5315*

Production Engineering: *PETR 5316 or PETR 5317*

Reservoir Engineering: *Peter 5308 or PETR 5320*

Formation Evaluation: *PETR 5304 or PETR 5305*Must take 5304 first*

1._____ ___ 3._____ ___

2._____ ___ 4._____ ___

The remaining 5 courses (15 credit hours) will consist of elective courses. Courses that were counted as a core course cannot also count as an elective:

1._____ ___ 4._____ ___

2._____ ___ 5._____ ___

3._____ ___

Student-Advisor Commitment Form

Student Name: _____

Faculty Committee Advisor*: _____

Circle Current Degree Program: **Ph.D.** **M.S.**

Date Joined the Department: _____

Student's Area of Interest: _____

The individuals listed above agree that they shall work together as Student and Committee Advisor on the student's Report/Thesis/Dissertation. By signing this form, both the faculty member and student are agreeing to work together until the completion of the student's Report/Thesis/Dissertation. If either the faculty member or student no longer wish to continue working together as Student and Committee Adivsor for any reason, no change in advisor may be made unless approved by the Gradute Program Committee.

_____

Student Name (print) ***Student Signature***
Date

_____

Committee Advisor Name* (Print) ***Committee Advisor Signature****
Date

_____

Graduate Program Representative Name (print) ***Graduate Program Representative Signature***
Date

Faculty selected by student and Graduate Program Committee who will serve as student's personal advisor during the completion of their final project including Report, Thesis or Dissertation.

Petroleum Engineering Thesis Proposal Rubric
2018-2019

Candidate Name:_____

Title of Dissertation:_____

Date:_____

Category	Performance Ratings					
	Exceptional	Above Average	Average	Below Average	Very Poor	Score
	5	4	3	2	1	
I. Quality of Oral Communication: Communicates research theory, methodology and results clearly.						
II. Quality of Written Dissertation: Communicates research theory, methodology and results clearly.						
III. Relevance: Technical contribution of the research completed.						
IV. Results: Analyzed and interpreted.						
V. Publications: Professional publication(s) resulted/expected or patent(s) filed prior to dissertation. (Patent=1.5 publications.)	(4+ pub.)	(3 pub.)	(2 pub.)	(1 pub.)	(0 pub.)	
					Total Score:	
					Average Score:	

Name of Committee Member:_____

Signature of Committee Member:_____

Petroleum Engineering Thesis Rubric

2018-2019

Candidate Name:_____

Title of Thesis:_____

Date:_____

Category	Performance Ratings					
	Exceptional	Above Average	Average	Below Average	Very Poor	Score
	5	4	3	2	1	
I. Quality of Oral Communication: Communicates research theory, methodology and results clearly.						
II. Quality of Written Thesis: Communicates research theory, methodology and results clearly.						
III. Relevance: Technical contribution of the research completed.						
IV. Results: Analyzed and interpreted.						
V. Publications: Professional publication(s) resulted/expected or patent(s) filed prior to thesis. (Patent=1.5 publications.)	(3+ pub.)	(2 pub.)	(1 pub.)	(0 pub.)	(0 pub.)	
					Total Score:	
					Average Score:	

Name of Committee Member:_____

Signature of Committee Member:_____