HOW TO:

Select the appropriate major form:
A student should be using the major form that matches his/her catalog semester/year. Please review the Catalog Rights at https://sites.google.com/a/sjsu.edu/essc-advising-triage/catalog-rights. In most cases, this is based on the California Code of Regulations (40401). This would mean:

1. The semester/year they were admitted to SJSU.
2. The semester/year they began attending regular sessions at a CALIFORNIA community college, provided their attendance was continuous from the time they began the community college to the time they were admitted to SJSU.
3. A student may also choose to follow the major form for the semester/year they are graduating. In this case, they must abide by all curriculum requirements for that semester which may include additional required courses or course grade restrictions.

One major form may apply to multiple semesters so select in the place designated the appropriate semester/year:

Enter courses not yet completed:
The major form is submitted prior to the student completing their required coursework and therefore some courses listed on the major form may not have grades listed. Make sure to leave the grade field for these courses BLANK. The grades will be entered after a grade has been issued.

Enter courses taken more than once (including incomplete):
If a student took a course more than once because they did not meet the minimum grade requirement, they must only list passing grades.

Handle a special circumstance not addressed in this how to guide:
If a student has a special circumstance for which they are not sure how to fill out their major form, they should come to the Computer Engineering Department’s main office in room E284. The department staff will direct the student’s question to the appropriate undergraduate advisor for resolution.
Enter courses transferred from another college:
1. Check SJSU Articulation Agreement (http://info.sjsu.edu/home/artic.html) or the ASSIST online guide for articulation agreements http://www.assist.org/web-assist/welcome.html to determine the equivalency of transferred courses. If the course is not listed on the articulation agreement you must fill out a transfer course equivalency form and get it signed by the Department for which the course is equivalent.
2. Cross out the course and units that are equivalent to the transferred course.
3. Type the course number and title of the transferred course directly underneath the course crossed out in 2.
4. Place the units and grade in line with the transferred course.
5. Add an asterisk identifier and place the name of the college where the transfer course was taken in the box at the bottom right-hand corner of the form.

<table>
<thead>
<tr>
<th>Dept</th>
<th>No.</th>
<th>Title</th>
<th>Units</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS</td>
<td>046A</td>
<td>Introduction to Programming</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CIS</td>
<td>43</td>
<td>Software Development w/ Java Programming**</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>CS</td>
<td>046B</td>
<td>Introduction to Data Structures</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CIS</td>
<td>44</td>
<td>Introduction to Data Structures Using Java**</td>
<td>4</td>
<td>A-</td>
</tr>
</tbody>
</table>

Enter acceptable alternate courses:
Courses listed on the major form are those courses REQUIRED for the curriculum semester/year you are following. Acceptable alternates are not listed. If you took a course that is considered an acceptable alternate to a course listed on the major form you must do the following:

1. Cross out the required course.
2. Type the acceptable alternate course directly underneath the course crossed out in 1.
3. Place the units and grade in line with the alternate course.

<table>
<thead>
<tr>
<th>Math</th>
<th>No.</th>
<th>Title</th>
<th>Units</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math</td>
<td>423</td>
<td>Differential Equations &amp; Linear Algebra</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>129A/133A</td>
<td>Linear Algebra/Ordinary Differential Equations</td>
<td>3/3</td>
<td>A/</td>
</tr>
<tr>
<td>ISE</td>
<td>43</td>
<td>Engineering Probability &amp; Statistics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Math</td>
<td>161A</td>
<td>Applied Probability &amp; Statistics I</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

The Math 129A & 133A series of courses are considered an acceptable alternate to the required Math 123 course. Math 161A is considered an acceptable alternate to the required ISE 130.
The student will have completed all the requirements for the Bachelor of Science in Computer Engineering after:

- Successful completion of the above work.
- An audit of the student’s transcript of record to verify that all appropriate data has been entered accurately.
- A minimum 2.0 GPA in all REQUIRED COURSES has been achieved.
- A minimum 2.0 GPA in all REQUIRED COURSES and TECHNICAL ELECTIVES combined has been achieved.
- A minimum 2.0 GPA in all REQUIRED COURSES and TECHNICAL ELECTIVES taken at SJSU has been achieved.
- A minimum "C" in Math 030, Math 031, Phys 050 and Phys 051 has been achieved.
- A minimum "C" in CmpE 195 A/B and Engr 195 A/B has been achieved.
- A minimum "C-" in all other courses has been achieved.

**De Anza Community College**
**Mission Community College**
***AP Credit**