

## Guidelines for Completing the MSBI Candidacy Form

Note: Please type the information on the form; do not handwrite it.

### Student Information:

- Type in your personal information (i.e., name, SJSU ID #, address, phone number, and email).

### Degree Information:

- Degree sought: MS
- Major: Bioinformatics
- Concentration: N/A
- Means of satisfying Graduation Writing Assessment Requirement: CS 200W
- University where taken: SJSU
- Semester/Year GWAR Completed: Enter the semester and year when you completed CS 200W (e.g., Fall 2018)
- Plan: Check “A” if you plan to complete CS 299 (Thesis) or “B” if you plan to complete CS 298 (Project).

### Proposed Graduate Degree Program:

#### A. Courses

- Include CS 200W in this section
- Do **not** include prerequisite courses (such as CS 22A/B)
- Do **not** list duplicate courses
- Do **not** include CS 298/299 in section A.
- The total units should be 31 in section A.
- Leave the grade blank for courses you have not completed, but type in the semester and year you plan to take each of those courses and select the appropriate number of semester units.

#### B. Culminating Experience

- In this section, only include CS 298 or CS 299 and type in the semester and year that you completed (or will be completing) CS 298 (Plan B) or CS 299 (Plan A Thesis). This should match the degree plan you chose within the “Degree Information” section on the top of the form.

#### C. Transfer Courses

- Leave this section blank unless your department advisor or Chair has approved courses from other departments or universities to be applied towards your degree.

### Required Signatures:

- Sign and date your form (you can use Adobe or DocuSign) and email it to [jutomue.quenavah@sjsu.edu](mailto:jutomue.quenavah@sjsu.edu). In the email, please include your project advisor’s name (if you do not have a project advisor yet, please include your graduate advisor’s name). Include your **unofficial transcripts** to the email.
- Jutomue will use DocuSign to obtain your advisors signature as well as the Graduate Coordinators signature. Jutomue will also send the form to GAPE and will send a copy to the student through DocuSign.