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## ECE Department CPT policy

The ECE Department allows CPT ("internships") in the following situations:

1. MSEE or PhD students who need to be employed by an outside agency in order to collect data for their thesis/dissertation. Such employment must be approved by the student's research adviser, and the student must be full-time enrolled (in research/thesis/dissertation or otherwise).
2. Up to six (6) hours of internship is allowed for all MEE, MSEE and PhD candidates desiring to seek practical experience, provided that:
  - i. A general petition is submitted before the start of the semester in which the student intends to participate in an internship. The petition must include a formal job offer, on the hiring company's stationary, a description of the work to be performed, and the salary offered. The work must be related to the practice of electrical and/or computer engineering.
  - ii. MSEE and PhD candidates must obtain approval from their thesis/dissertation advisor as well.
  - iii. The participating student enroll in ECE 6392 or ECE 7392, and will meet weekly at UH to present oral progress reports and discuss issues related to their internship experience. A final report, describing the work performed, must be submitted within two weeks of the conclusion of each semester's enrollment in ECE 6392 or ECE 7392.
  - iv. Only half-time employment is allowed during the Fall and Spring semesters. Full-time employment is allowed during the Summer semester.
  - v. MEE students may elect to replace two three-hour non-core courses by ECE 6392 and ECE 7392. Non-core courses are those regularly-scheduled courses in NSM, Computer Science, the Business School, or Engineering other than ECE, which are currently acceptable to meet the MEE degree requirements. ECE 6392 and ECE 7392 cannot be used as a substitute for any of the six ECE courses required to meet the 'area of concentration' requirements.
  - vi. MS and PhD students can substitute up to six hours of research courses (ECE 6x98 or ECE 8x98).

**CPT will not be approved under any other circumstances.**