



Application for Special Problems

What is Special Problems?

Special Problems is a variable-unit (1–3 units) elective that allows undergraduate students to work on assigned topics in technical literature or laboratory research, and it is primarily conducted as an independent study.

What is the purpose of Form E E 490?

This document specifies an agreement on the intended work, timeline, and deliverable that an undergraduate student will accomplish during one semester of enrollment in E E 490 for 1 to 3 credits. The agreement must include specific information on the tasks required, the nature of the formal report to be prepared at the end of the semester and the basis for determining the final grade.

Who is eligible to apply?

To enroll in E E 490, the student

- 1) Must be an Electrical Engineering undergraduate student.
- 2) Must have minimum GPA of 2.5
- 3) Must obtain consent of an EE faculty advisor and the EE department.

What supplement documents should you submit?

Must submit a recent copy of an unofficial CSULB transcript along this form.

When to apply?

Must submit completed E E 490 form, along with supplement documents, to EE department by the start of the second week of classes of the semester in which E E 490 is being enrolled in.

How to apply?

Email the completed E E 490 application along with supplement documents by the deadline to EE office (dyani.park@csulb.edu). You will be notified when a permit to enroll in E E 490 has been issued for you.

Number of course credits and Final submission:

- Students may enroll in 1 to 3 credits at a time. May be repeated in two different semesters with same topic to a maximum of 3 units combined.
- Students taking E E 490 must submit a finalized report to the faculty advisor no later than the last day of the final examination period for the semester in which the Special Problems credits are registered.
- If the faculty advisor and student elect to continue the project beyond that semester, the student must either enroll in the new E E 490 or request for an incomplete grade. Either way, students must receive approval from the faculty and the department to extend the course.

E E 490 Application Form

A. General information:

- | | |
|------------------------|--|
| 1) Last Name: | 2) First Name: |
| 3) Student ID: | 4) Email: |
| 5) Semester requested: | 6) Number of Units requested: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 |

B. Special Problems title:

C. Name of faculty advisor:

D. Description of proposed special problems/independent study:

E. Expected outcomes and deliverables:

F. Have you applied previously E E 490? Yes, No

If yes, for all the semesters you enrolled E E 490, list below

(1) the semester, (2) number of credits, (3) title, and (4) name of research faculty

By signing (digitally or physically) this document, I, _____, certify that all the information in my application and any document submitted with it are complete, true, and correct.

Student Signature: _____	Date: _____
Faculty Advisor Signature: _____	Date: _____
EE Undergraduate Advisor: _____	Date: _____
EE Chair Signature: _____	Date: _____

Note: Permit to enroll in E E 490 will be issued by the EE department after receiving the completed E E 490 application form and supplementary documents and ONLY when appropriate deadlines are observed.