

DEPARTMENT OF STATISTICS



# GRADUATE MS STUDENT HANDBOOK

2021 - 2022





Department Chair,  
Professor Bo Li

Associate Chair,  
Professor Jeff Douglas

#### Department Information

Address:  
101 Illini Hall  
725 S. Wright St.  
Champaign, IL  
61820

General Email:  
[stat-grad@illinois.edu](mailto:stat-grad@illinois.edu)

Advising Email:  
[stat-ms@illinois.edu](mailto:stat-ms@illinois.edu)

MS Program Director  
Darren Glosemeyer

MS Advisors  
Tori Ellison  
Hyoeun Lee

Career Advisor  
Andrea Franklin

Graduate Contact  
Aaron Thompson

Additional Resources:  
[stat.illinois.edu/  
resources/student-  
resources](http://stat.illinois.edu/resources/student-resources)

## From the Chair

Dear Graduate Student,

We welcome you to the University of Illinois and the Department of Statistics. It is always an exciting time to meet incoming students and see all the fresh and amazing talent and wonderful people who come from across the United States and all over the world to enrich our MS and PhD programs. Since the Statistics Department began in 1985, our graduate programs have seen tremendous growth. This is due to the high quality of our programs, the excellence and success of our students, the rapidly rising popularity of statistics and data science as a profession and the worldwide reputation of the University of Illinois. We are very happy that you have elected to join us.



Graduate students in Statistics have a variety of goals, and we have assembled a diverse faculty and a team of knowledgeable advisors who can assist you in reaching your personal educational goals in preparation for an exciting career in the field. Our faculty have expertise in a wide range of topics, including theoretical, applied and computational statistics, and we are shaping the department to be leaders in the data science revolution. Whether your interest is in machine learning, biostatistics, environmental statistics or other areas, we have a broad curriculum and faculty expertise to suit your needs.

The campus provides many resources that are especially beneficial to statistics students. These include Research Park, a development on the southwest edge of campus with over 100 companies that hire dozens of statistics interns each semester and summer to work on real world problems in a wide variety of industries. In addition, our students benefit from a campus computing cluster and have cloud computing resources that have been negotiated by the University to be free or affordable. We recognize that students are here to lay a foundation for stimulating and rewarding careers, and



career fairs and forums are held regularly by colleges and the department from which statistics students directly benefit.

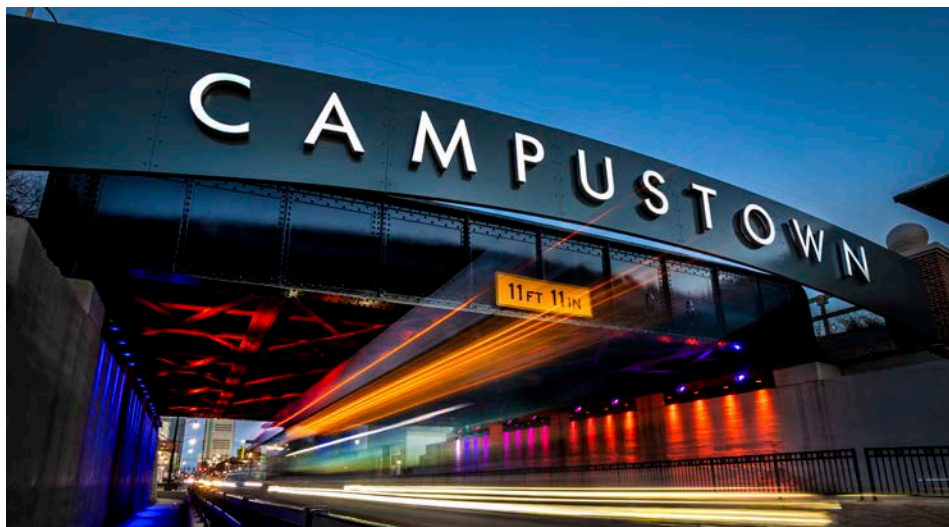
We trust that you will find Champaign-Urbana to be a comfortable and stimulating environment. The University offers a wide range of social and recreational opportunities. There are over 1,800 registered student organizations in which you may pursue interests and hobbies and meet students from across the world. The University of Illinois is in the highly competitive Big Ten athletic conference, and you may enjoy first-rate facilities for attending athletic events. The Krannert Center for Performing Arts is a beautiful facility that hosts world-class performers in music, dance and theater. All of these opportunities are easily accessible in the small and convenient twin cities of Champaign and Urbana.



Our hope is that you enjoy your stay, make yourself part of the community, have a rewarding experience in our graduate degree programs, and stay in touch with us throughout your careers. Please get to know the students, faculty and staff by attending our annual activities such as the fall picnic and the Bohrer Student Workshop, as well as other small events we hold throughout the year. It is very exciting to have you join us, and I wish you the best in your studies at the University of Illinois.

Sincerely,

Professor Bo Li, Department Chair



## UNIVERSITY CONTACTS

Office for  
Access & Equity  
217-333-0885  
[www.oae.illinois.edu](http://www.oae.illinois.edu)  
[accessandequity@illinois.edu](mailto:accessandequity@illinois.edu)

Office of Diversity,  
Equity, and Access  
217-300-9580  
[www.diversity.illinois.edu](http://www.diversity.illinois.edu)  
[diversity@illinois.edu](mailto:diversity@illinois.edu)

Office for Student  
Conflict Resolution  
217-333-3680  
[www.conflictresolution.illinois.edu](http://www.conflictresolution.illinois.edu)

Title IX Coordinator  
844-616-7978  
[www.wecare.illinois.edu](http://www.wecare.illinois.edu)  
[titleixcoordinator@illinois.edu](mailto:titleixcoordinator@illinois.edu)

Campus  
Counseling Center  
217-333-3704  
[www.counselingcenter.illinois.edu](http://www.counselingcenter.illinois.edu)

McKinley Health Center  
[www.mckinley.illinois.edu](http://www.mckinley.illinois.edu)  
217-333-2700

Graduate College  
217-333-0819  
[www.grad.illinois.edu](http://www.grad.illinois.edu)  
[grad@illinois.edu](mailto:grad@illinois.edu)

Office of the Registrar  
217-333-2034  
[www.registrar.illinois.edu](http://www.registrar.illinois.edu)  
[registrar@illinois.edu](mailto:registrar@illinois.edu)

International Student &  
Scholar Services (ISSS)  
217-333-1303  
[www.iss.illinois.edu](http://www.iss.illinois.edu)  
[iss@illinois.edu](mailto:iss@illinois.edu)



## University Policy

The commitment of the University of Illinois at Urbana-Champaign to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on merit and be free from invidious discrimination in all its forms. This policy is designed to promote a safe and healthy learning and work environment and to comply with multiple laws that prohibit discrimination, including: Equal Pay Act of 1963, Title VI and VII of the Civil Rights Act of 1964, the Americans with Disabilities Act Amendments Act, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Age Discrimination Act of 1975, Title IX of the Education Amendments Act of 1972, the Pregnancy Discrimination Act of 1978, the Uniformed Services Employment and Re-employment Act, the Vietnam-Era Veterans Readjustment Assistance Act of 1974, the Genetic Information Nondiscrimination Act of 2008, and the Illinois Human Rights Act. This policy and the associated procedures are established to provide a means to address complaints of discrimination or harassment based on the protected categories described herein.

It is the policy of the University not to engage in discrimination or harassment against any person because of race, color, religion, sex, pregnancy, disability, national origin, citizenship status, ancestry, age, order of protection status, genetic information, marital status, sexual orientation including gender identity, arrest record status, unfavorable discharge from the military, or status as a protected veteran and to comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations.

## Academic Integrity

The University has the responsibility for maintaining academic integrity so as to protect the quality of education and research on our campus and to protect those who depend upon our integrity.

It is the responsibility of each student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Students have been given notice of this by virtue of its publication. Regardless of whether a student has actually read Article 1: Part 4 of the Student Code, a student is charged with knowledge of it. Ignorance is not a defense.

Violations of academic integrity will result in disciplinary actions up to but not limited to: failing grade on assignment, failing of course, probation, suspension or dismissal from the University.

Course work-based charges of academic integrity infractions against graduate students will be handled according to applicable procedures in Article 1, Part 4 of the Student Code: [studentcode.illinois.edu](http://studentcode.illinois.edu). Charges of academic integrity infractions against graduate students that involve research and/or publication will follow procedures contained within the Bylaws of the Graduate College and the University of Illinois Policy and Procedures on Academic Integrity in Research and Publication.



## Who to Contact?

Many commonly asked questions are answered in the Statistics Department and Graduate College resources located at [stat.illinois.edu/resources/student-resources](http://stat.illinois.edu/resources/student-resources) and [grad.illinois.edu](http://grad.illinois.edu), respectively.

Please consult this handbook and those additional resources before reaching out for assistance. If the answer to your question is not found or if you still have questions or need further clarification, please use the following guidelines. As an added note, do not rely on what your peers have told you. A lot of misinformation has been spread that way and has resulted in problems for students. If you are unsure of something, speak to an advisor or office staff member.

Your advisor can advise you on academic matters and will reach out for additional assistance and guidance when needed. Advisor assignments and office hours are available on [stat.illinois.edu/academics/advising](http://stat.illinois.edu/academics/advising). Your advisor can be contacted by email at [stat-ms@illinois.edu](mailto:stat-ms@illinois.edu).

For general administrative questions (e.g. general Graduate College policies and procedures), start with the Graduate Contact by email at [stat-office@illinois.edu](mailto:stat-office@illinois.edu) or in person in 101 Illini Hall.



## Contact Quick References

**Statistics  
Academic Advising**  
[stat-ms@illinois.edu](mailto:stat-ms@illinois.edu)

Academic advising, plans of study, courses, CPT for international students, enrollment in STAT 593, concerns about academic performance, inquiries about possible substitutions.

**Statistics Administrative,  
Policy, & Procedures Advising**  
[stat-grad@illinois.edu](mailto:stat-grad@illinois.edu)

Administrative advising; procedures on handling, obtaining, and submitting documents; general inquiries, degree audits, graduation procedures. Graduate College policies and processes.

**Statistics  
Course Registration**  
[stat-registration@illinois.edu](mailto:stat-registration@illinois.edu)

Course registration matters, registration holds and restrictions. (Contact Academic Advisor for course content related questions).

**Statistics  
Career Advising**  
[stat-careers@illinois.edu](mailto:stat-careers@illinois.edu)

Career advising, job search strategy, information on internships and career outlooks, CV reviews, mock interviews, career fair preparation, LinkedIn profile reviews, and more.

**Statistics  
Human Resources**  
[stat-hr@illinois.edu](mailto:stat-hr@illinois.edu)

Inquiries related to employment opportunities within the department. Questions about appointments outside of the department should be directed to the offering department or program.

## Graduate Student Request Form (Student Petitions)

The Graduate Student Request Form is to be used to request changes to your academic record, or to petition for an exception to a published deadline or Graduate College policy.

The Student Petition can be found at: [grad.illinois.edu/gsas/gradpetition](http://grad.illinois.edu/gsas/gradpetition) or under the Quick Links section on the main page of the Graduate College's website.

Students who submit a petition should provide detailed information on the specifics of their request by including all relevant information and documentation.

Clearly identify the issue and provide justification for the request. This justification may include a timeline of events, medical documentation, supporting statements, or other as applicable.

Submit the petition and it will be routed to your academic program for review. Once your advisor and an office administrator makes a decision on the petition, they will either submit it to the Graduate College for final review or contact you for further information.

Not all petitions are approved.

## Degree Requirements

### Differences in MS Degrees

There are three types of Statistics MS degrees: MS in Statistics, MS in Statistics Concentration in Analytics, MS in Statistics Concentration in Applied Statistics. The MS in Statistics and the Analytics Concentration are stand-alone degrees. The Applied MS requires enrollment in a PhD program in another field of study at the University of Illinois.

The MS in Statistics without a specified concentration is a general purpose Statistics degree and as such has a greater amount of flexibility. The program is intended to prepare students for careers as practicing statisticians, to provide enhanced research expertise for students pursuing advanced degrees in other fields, and to strengthen the mathematical and statistical training of students preparing for PhD studies in statistics or a related field.

The Master of Science Concentration in Analytics combines the mathematical and statistical training of the traditional MS in Statistics with enhanced computational and data analytic training for those planning careers in information intensive industries or research. As a concentration, the degree is more directed in its scope and course requirements.

Students considering later pursuit of a PhD in Statistics or related field should choose the general MS in Statistics. Students considering careers related to predictive analytics or data science may be better served by the focus of the Analytics Concentration.

### Switching Between Programs

Students enrolled in either the traditional MS in Statistics degree or in the Analytics Concentration degree may switch between the two programs by submitting a Graduate Student Request Form (Student Petition) through the Graduate College's website ([grad.illinois.edu](http://grad.illinois.edu)). Students can navigate to the Graduate College's website and scroll to the bottom of the main page to find the 'QUICK LINKS' section. Click on the 'Petition/Record Requests' link found under the 'QUICK LINKS' section, log in using your NetID and complete the form.

Students should select both the 'Curriculum Change' AND the 'Transfer Credit' options, select the term that the change should go into effect, indicate in the detailed explanation area what program you are wishing to transfer to and state that all related coursework should transfer to the new program as well, then click 'Submit'.

Your petition will then be reviewed for approval by your advisor and then reviewed by the Graduate College. Once a decision has been made on your petition you will be notified via email. Keep in mind, there are academic deadlines each semester and curriculum changes must be submitted for review before certain deadlines each semester if you wish for the change to happen during the currently enrolled semester.



## Initial Course Selection

**STAT 410:** The first decision to make when enrolling for the first semester in the program is whether or not to take STAT 410 Statistics and Probability II. The content of the course is foundational and critical to coursework that will follow. If a student has already taken the course or a similar course or if a student feels comfortable with the content of the course, the student may waive the course. If a student is uncertain of whether they should waive the course, it is recommended that the student review the course description, have a look at the text book being used for STAT to gauge their proficiency with the content and determine whether to take or waive the course. The student may also discuss with their advisor if still uncertain about the choice.

**STAT 425 vs. STAT 527:** STAT 425 is an upper level regression course taken by upper level undergraduate students and MS students. STAT 527 is an advanced graduate course in regression analysis for PhD and MS students. Students who have already completed STAT 425, should take STAT527 to meet the STAT 425 requirement or speak with their advisor about possible substitution. Students may otherwise choose between the STAT 425 and STAT 527 to meet the requirement.

Students planning to take STAT 425 to meet the requirement are strongly recommended to take the course during their first semester as the course is a prerequisite for other advanced coursework. Those who already have proficiency at the STAT 425 level and plan to take STAT 527 may choose to take STAT 527 in a later semester, but are advised that STAT 425 proficiency is integral to other courses they will likely be taking.

## Course Substitutions

Please contact your academic advisor for any requests regarding course substitutions for non-STAT courses. Decisions on substitutions will generally depend on the content of the course you propose to use toward the MS degree and the content of coursework you propose to replace. Be prepared to provide a course description, syllabus, and any other relevant information you may have on the course you propose to substitute.

Plan ahead and discuss substitution requests with your advisor early. Requests should ideally be made prior to starting the course or at the very beginning of the course when the course overview and syllabus are provided. Students should not expect requests made after.



## Registration Quick FAQs

**Question:** Can an instructor get me in to their course?

**Answer:** No. Instructors have no authority to register a student or override any course or capacity restrictions.

**Question:** Can I be added to a course wait-list?

**Answer:** No, the department does not keep wait-lists

**Question:** Can I get an override or permit for a section that is full?

**Answer:** No, please see advisor or office staff for assistance.

**Question:** Can I register for a seat and give or sell to my friends?

**Answer:** No, and this is grounds for removal from course and/or program when we find out.

**Question:** Can I attend a course that is full but I'm trying to register for?

**Answer:** With approval from the instructor to attend with the understanding that you are trying to register for the course and so long as you are not taking a seat from a registered student.

## Course Registration

Course registration is completed through the UI Integrate Self-Service system, or Student Self-Service. The Student Self-Service system can be accessed through [apps.uillinois.edu/selfservice](https://apps.uillinois.edu/selfservice).

### Time Tickets

Degree seeking students will be assigned a time ticket showing the earliest time you are authorized to register. The time ticket indicates the first time a student can register for the term. Within each priority grouping, registration time tickets are assigned in intervals first by student level or special group designation and then by the number of hours completed

When they become available, you can access your time ticket under Registration Eligibility in Student Self-Service. (Contact [registration@uillinois.edu](mailto:registration@uillinois.edu) if you cannot access your time ticket.)

### Full-time Status

All graduate students are expected to be registered for at minimum 12 credit hours per fall and spring semester in order to maintain their full-time status. Students who hold an assistantship of 25% or more may register for 8 credit hours and still be considered full time. This holds true for international students as well who are typically required to maintain a full-time status per visa regulations.

Students are not required to register for the summer term unless they are an international student on CPT (Curricular Practical Training). International students while on CPT should register for STAT 593.

Students who have less than 12 hours to complete the degree program only need to register for the number of hours required to graduate during their last semester of enrollment. International students will need prior approval from ISSS in order to request a final term of study reduced course load.





## Late Registration & Late Course Changes

After the tenth day of instruction, students who wish to register or add a course must complete a Late Registration/Late Course Change Form. The student's registration or course add must be approved by the faculty member offering the course indicated by the faculty member's signature on the form. Students must also obtain approval on the Late Registration/Late Course Change form from an Authorized Signatory (Advisor or Graduate Contact) of their academic program and from the administrative office of the program offering the course, including if the program offering the course and the student's primary program is the same.

The last time to submit changes to a student's current term registration is 5:00 p.m. on Reading Day.

## Dropping a Course

In the fall and spring semesters, students can use Self-Service to drop full semester classes until the end of the eighth week of instruction. After the eighth week and until the end of the twelfth week of instruction, students wishing to drop full semester classes may do so through the Graduate College, without receiving a grade of W.

After the twelfth week, students wishing to drop a class will need to complete the Late Course Change form with academic departmental approval, and will receive a grade of W for the class. The last time to submit changes to a student's current term registration is 5:00 p.m. on Reading Day. Summer deadlines vary; see the Graduate College Academic Calendar for details.

Students do not need the instructor's approval on the Late Registration form in order to drop their course, only advisor and administrative approval from the department office.

## Holds

Registration holds can be placed on a student's record for several reasons. Holds may prohibit the student from making changes to their registration, from receiving a transcript, or from graduating. Review the hold description to determine how to remove the hold, otherwise contact the administrative office for further information on how to remove the hold.

## Cancellation & Withdrawing

Students wishing to cancel their registration to avoid tuition and fees must do so on or before the last business day before the start of the semester. A cancellation request processed at any time after the start of the academic term will result in an assessed amount of tuition and fees being charged to the student.

A student who wishes to drop all courses after the cancellation deadline must withdraw from the University for that term. Students withdrawing from the University are refunded on a pro-rata basis until a specified date in the semester after which no refund is available. No portion of the health insurance fee or health service fee is refundable.

A Cancellation/Withdrawal form must be submitted for approval to the department's administrative office before being submitted to the Graduate College. International Students will also need the approval of ISSS.

## Common Registration Errors

**Closed Section:** There are no available seats remaining in the section.

**Duplicate CRN:** Student already registered for a section of the same course.

### **Instructor Consent**

**Required:** Instructor approval is required. Contact instructor.

### **Level Restriction:**

Student does not meet the required level (Undergrad or Graduate).

### **Link Error:**

Course requires registration in corresponding linked section.

### **Major Restriction:**

Student's major does not match course.

### **Maximum Hours:**

Student has registered for maximum hours.

### **Program Restriction:**

Student is not in the required program of the course.

**Reserve Closed:** Reserve seating in the course has been filled.

### **Time Conflict:**

Course conflicts with another course already registered for. The Department does not approve time conflicts with Statistics courses.

## Course Audit

An auditor is only a listener in the classes attended; he or she is not a participant in any part of the exercises. Auditors are not permitted in studio, laboratory, or activity courses. An audited course will appear on the student's transcript with a grade of AU. Audited hours do not count toward assessed hours. An audited course does not count toward the registration requirement for fellows. A course, once audited, may not be repeated for graduate credit.

Students wishing to audit a class must make the request using an Auditor's Permit. The student should take the Auditor's Permit form to the first class meeting and ask the instructor to sign, indicating approval. The form should then be submitted to the Graduate College for approval. Approval from both the instructor and the Graduate College is required. The deadline for submitting the Auditor's Permit to the Graduate College is the 10th day of instruction in the fall and spring terms.

## Credit/No-Credit (Pass/Fail)

Credit-no credit is a permanent notation on the academic record that may be requested by a student with the adviser's approval. Students on limited status admission or probation are not allowed to register for credit-no credit course work until the limited status or probation has been removed.

Credit/no credit courses are not counted toward the GPA, but are included as part of the total credit hours and are assessed as credit hours when completing degree audits for graduation.

In any one semester, a student may take no more than 4 semester hours on a credit-no credit basis. Over the entire degree program, a student must earn at least 2 hours of graded (A-D) course work for each hour of credit-no credit course work.

A student may amend a credit-no credit request and return to a regular grade mode by filing a second credit-no-credit form and submitting it by the published deadline as indicated in the Graduate College Academic Calendar. Additional information about credit-no credit can be found in the Student Code.

Students may not take the Credit/No-Credit option for any required degree program course (e.g. STAT 425, 510, etc.)

## Grade Replacement and Repeating Courses

A student can repeat a course that they got a less than favorable grade in, however the original grade will not be replaced and both grades and total hours will count towards the cumulative GPA, as well as appear on the student's transcripts.

Neither the Graduate College or the department allow for graduate level course grades to be replaced.



## Registering for Non-STAT Courses

You are welcome to take courses outside of the degree program (discuss with advisor beforehand on any possible course substitutions), however the department does not have any control over courses outside of the primary program. If there is a course outside of Statistics that a student wishes to take and they are unable to register for the course, they should contact the controlling department of that course to determine eligibility requirements.

Many courses, including STAT courses, are initially restricted to certain groups of students until a certain period of time or indefinitely. The department cannot help students register for these courses.

## Leaves of Absence

Graduate Students in degree-seeking programs are entitled to a total of two terms (fall and/or spring semesters) of academic leave. Students must document their request for a leave and meet the eligibility requirements. Students who anticipate not being enrolled for one or more terms, (fall or spring semesters, not summer), must meet with their program advisor before the first day of classes of their period of non-enrollment to apply for and receive approval for an Academic Leave of Absence.

Student status does not change during the period of an approved Leave of Absence. Standing that was in place at the time of the leave is not changed at the time of return as long as the conditions of the approved leave are met.

All Academic Leaves must be requested before the term begins. An Academic Leave of Absence cannot be requested retroactively, cannot be used to return to good standing, and cannot be used to extend the time to degree.

To request a formal academic leave the student must complete the Request for Academic Leave of Absence form and if necessary, complete a petition to request an extension of time to degree.

## Re-Entry After Leave

Students who do not enroll for a calendar year must apply for Re-Entry through a Graduate Petition through the Graduate College's website. Please consult with your advisor before your request for re-entry is submitted.

If your Time to Degree/Expected Graduation Date has expired, you will need to request a Time Extension at the time of re-entry. Both your program and the Graduate College will review your request for Time Extension.

The department office may ask for updated materials or documentation related to your absence in order to consider your re-entry request. These materials may include new or updated letters of recommendation or transcripts if applicable.

International students will also need to submit the International Student Verification Form and Declaration & Certification of Finances Form, along with the appropriate funding documentation. International students needing a new I-20 after not being registered for one fall or spring semester should contact the Office of International Student and Scholar Services (ISSS) for assistance.

## MS to PhD Transfer

MS students interested in the Statistics PhD program may apply for admission to the program one of two ways, either through the traditional method upon the completion of the MS degree or through the MS to PhD Transfer Program.

The MS to PhD Transfer Program is available to those MS students who have an accumulative GPA of 3.85 or higher, has successfully completed 3 - 500 level courses in Statistics with a final grade of at least an 'A', and must be currently enrolled in the MS program at time of applying.

The application period opens up in May after degree conferral has taken place making all recent graduating students ineligible for this program.

Students accepted to the PhD program via the MS to PhD Transfer Program are eligible to participate in the Qualifying Exams, however they are also given the option to opt out until the following exam period.

Interested students should see the administrative advisor in the academic office for more details and required application materials.



## Graduation Requirements and Procedures

### General Track Credit Requirements

Students in the general track MS: Statistics program are expected to complete 32-36 credit hours (dependent on if STAT 410 is waived) with at least 12 of those credit hours being at the 500 level of non-repeated courses. At least 8 hours of the 12 from a 500 level course must be a Statistics controlled course.

The course requirements include the 12-16 core courses (STAT 410, STAT 425 or 527, STAT 510, and a selection of one of the following: STAT 424, 426, 429, 431, 432, or 433). The remaining 20 credit hours will be made up of elective course work, for a complete list of available electives please see: [stat.illinois.edu/academics/graduate-programs/ms-statistics](http://stat.illinois.edu/academics/graduate-programs/ms-statistics). Of the remaining 20 credit hours, 8 may come from outside of the Statistics program, however the courses must have prior approval before enrollment to determine if the coursework is eligible for degree consideration.

### Analytics Concentration Credit Requirements

Students in the Analytics Concentration track of the MS: Statistics program are expected to complete 36-40 credit hours (dependent on if STAT 410 is waived) with at least 12 of those credit hours being at that 500 level of non-repeated courses. All coursework must be completed through Statistics controlled courses with the exception of CS 412 or CS 512. Any request for course substitution should be discussed with your advisor.

Students in this track are expected to complete the coursework outlined here: [stat.illinois.edu/academics/graduate-programs/ms-statistics-analytics](http://stat.illinois.edu/academics/graduate-programs/ms-statistics-analytics) and complete the Mathematical Statistics, Applied Statistics, Statistical Consulting, Statistical Computing, and Advanced Analytics sub-groups as detailed on the website.

### Internships/STAT 593 and STAT 427:

The Consulting or experiential learning requirement of the MS in Statistics and the MS in Statistics Concentration in Analytics can be met by taking STAT 427 Statistical Consulting, STAT 443 Professional Statistics, or STAT 593 along with an approved internship.

Internships for STAT 593 may not be research or on-campus employment (some exceptions apply; e.g. internships with ATLAS). Internships at Research Park paid through the University can apply to STAT 593 if the position is deemed relevant to your field of study and approved by your academic advisor.

An appointment as a consultant with at least a 25% assistantship for at least one semester in the Illinois Statistics Office (ISO) can waive the course requirement. Such work would not receive any course credit, but would provide substantial experience consistent with the course requirement. Other roles in the ISO (including but not limited to hourly work, data management, and data analytic assistance for a consultant) would not be considered a substitute for the experience obtained in the required coursework.

## Minimum GPA Requirement

The general MS: Statistics and the Analytics Concentration program both require students have at minimum a 2.75 GPA in order to be eligible for graduation.

Campus policy requires a student to maintain a minimum cumulative graduate GPA of 2.75 and a semester GPA of 2.75 in order to continue in an advanced degree program, and to have a cumulative graduate GPA of at least 2.75 to graduate.

The graduate GPA includes all hours and grades for all courses taken while enrolled as a graduate student, including all repeated courses. The GPA component of academic status is calculated at the end of each semester. At the point of calculation, graduate students must have a cumulative graduate GPA at or above their department's minimum and must have a semester GPA of at least 2.75 to be in good standing.

## Academic Standing and Probation due to GPA

All graduate students must meet the minimum program grade point average (GPA) specified by the program in order to have the degree certified and to graduate. The Graduate College monitors minimum program cumulative and semester GPA and time limits for certain degree requirements and failure to meet these requirements in any term can result in the student being placed on probation or dismissed from the Graduate College.

Students placed on probation due to GPA have one semester to improve their GPA to the program's minimum or they will be dismissed from the Graduate College.

## Dismissal

A graduate student placed on probation who fails to improve their academic standing by the end of the probationary period will receive a notice of dismissal from the Graduate College. This action prohibits the student from registering and drops any courses for which the student has pre-registered. The graduate student may request reinstatement to the Graduate College through the graduate student petition process. The Graduate College will consider petitions containing strong support from the academic program they wish to pursue and strong justification based on other factors pertinent to the program's determination of satisfactory academic progress.

## Degree Audits

Students who have completed all degree requirements and are ready to graduate may place themselves on the corresponding Degree List of their final term. Students should be aware of deadlines for placing themselves on the degree list through the Student Self-Service system. Students who have missed the deadline may complete an Add to Degree List form through the department office.

Students on the degree list will receive a degree audit from the department at some point during the term that the student has placed themselves on the degree list. Degree audits are typically completed between the end of the first month of enrollment up to two weeks before degree conferral is completed. Students may contact the department office or their advisor and request a degree audit for verification that they are on track for graduation.

The department office or advisor will contact you if there is an issue with completing your degree audit to resolve any issues that may prevent you from graduating on time.



## Career Resources for Students

### Statistics + Mathematics

**Career Forums:** Held twice a year for students in the Statistics and Mathematics programs. Employers recruiting for full-time employment and internship opportunities.

### Statistics Career Labs:

Held multiple times each semester, offering an active space to work on your career related projects under the guidance of the career advisor.

### OPT/CPT Workshops:

Held each semester to assist international students with all of their OPT & CPT questions.

### Handshake @ Illinois:

Campus-wide career services platform with job and internship posts, employer and career prep events, and access to numerous career fairs on campus. See Handshake for event postings.

### The Career Center:

General career services, workshops, and career prep events.

**Research Park:** 120+ employers in the 'Silicon Prairie'. Hundreds of student internships, numerous tech-related meet-up groups, annual industry summits, and open house events.



## Career Services Advising

The Department of Statistics Career Services Advisor will help students navigate the post-graduation work force and prepare them for future employment opportunities. Some of the services provided by the Statistics Career Advisor include: Resume and Cover Letter Review, Interview Preparation, Elevator Pitches, Internship and Job Search Strategy, Offer Negotiations, LinkedIn Profile Review, and more.

Schedule an appointment with the Career Services Advisor through the Department website at: [stat.illinois.edu/academics/career-services/get-started](http://stat.illinois.edu/academics/career-services/get-started)

## STAT 593, Internships, and CPT

STAT 593 Stat Internship is for a supervised off-campus work experience in the statistical sciences. Students must have an internship offer prior to requesting to enroll in STAT 593. Domestic students can hold an internship without enrolling in the course, but would not receive course credit. International students on F-1 visas must obtain approval for CPT (Curricular Practical Training) and enroll in STAT 593 as part of their CPT. International students with J-1 visas should consult with ISSS.

CPT is for F-1 visa students who have completed one full academic year of coursework and wish to complete an internship. International students with an F-1 visa should review the content on ISSS's CPT website ([iss.illinois.edu/students/employment/f1cpt.html](http://iss.illinois.edu/students/employment/f1cpt.html)) and attend a CPT workshop. Working without the necessary authorization is a serious visa violation, so international students are advised to consult with ISSS and their academic advisor.

## Steps for Enrollment

1. International students only: Students on F-1 visas, go to <https://sunapsis.illinois.edu/istart/controllers/start/start.cfm> to request for CPT, write your advisor's name in the CPT request form, and then submit that. Students on J-1 visas should consult with ISSS.
2. All students: Send an email to [stat-ms@illinois.edu](mailto:stat-ms@illinois.edu) from your Illinois email account with the following information:
  - Full legal name
  - NetID
  - UIN
  - Semester of entry to MS program
  - Semester of anticipated graduation
  - Desired semester of registration
  - Desired hours of registration (See details below.)
  - Attached offer letter
  - Brief description of job (If not written into offer letter.)
3. Your advisor will review your request and decide on departmental CPT approval (if necessary) and enrollment in the course.

**Hours of registration:** You may elect to register for 0 or 4 hours. This may have impacts on full-time status and tuition. During Fall and Spring semesters, 4 hours is most often selected. In Summer, 0 hours is used for reduced tuition.

**Course requirements:** If taken for 0 hours, the only course requirements are maintaining an internship, and a brief evaluation from your supervisor at the end of the term. If taken for 4 hours, there will be two additional requirements: a mid-semester and end-of-semester report. Details will be provided on Compass.

**Graduation requirements:** At most 4 hours of STAT 593 may count towards graduate requirements and will count as one of the 500 level courses required to earn a degree.

**Summer Tuition and Fees:** The number of credit hours students enroll in for STAT 593 will determine the tuition and fee rates that will be assessed. Summer tuition and fee schedule for graduate students can be accessed at [registrar.illinois.edu/tuition-fees/tuition-fee-rates](http://registrar.illinois.edu/tuition-fees/tuition-fee-rates).

**Length of Training:** Students who participate in twelve months or more of full-time curricular practical training will lose eligibility to apply for twelve months of Optional Practical Training (OPT) after graduate studies are completed. Participation in part-time curricular training programs does not affect a student's eligibility for post-completion OPT.

**Change of Address:** Once your CPT is approved, students need to update their address in the UI Integrate system to match the address of their CPT training, for the period of their training. Once students return to campus, they must update their address for their current location.

## OPT and Graduation (International Students Only)

Occupational Practical Training (OPT) is for graduate students who are on an F-1 visa, are completing required coursework, been enrolled for a minimum of two semesters directly prior to your completion of studies, have a valid passport, and complied with registration requirements of any prior CPT and wish to complete one year of practical on the job training after graduation. In order to start the OPT training paperwork, students must follow the steps below.

1. Review information available at the International Student Services Office OPT website at: [iss.illinois.edu/students/employment/f1opt.html](http://iss.illinois.edu/students/employment/f1opt.html)
2. Send an email to [stat-ms@illinois.edu](mailto:stat-ms@illinois.edu) from your Illinois email account with the following information:
  - Full legal name
  - NetID
  - UIN
  - Semester of graduation
  - Attached offer letter
  - Brief description of job (If not written into offer letter.)
3. Submit the OPT request through the ISSS electronic portal (iStart e-form). This form will be electronically routed to your academic advisor. The academic advisor will
  - verify student has met the degree requirements;
  - indicate the student's anticipated graduation date; and
  - sign the form.

**Dates and Deadlines:** You can apply no sooner than 90 days before your program end date but no later than 60 days after your program end date. OPT start date must be requested between 1st and 60th day of program end date. However, USCIS will determine the actual start date. Application processing time is approximately 90-100 days.

**OPT STEM (24-Month Extension):** All graduate degrees in Statistics are considered STEM programs and thus are eligible for the 24-month extension for OPT.

# 2021-2022 Fall & Spring Calendar of Important Dates to Remember

Aug 20 by 5PM	Last business day to cancel Fall 2020 registration
Aug 22	Last day to cancel registration via Self-Service
Aug 23	First day of instruction for fall term
Sept 4	Deadline to elect course audit Deadline to elect absentia registration Last day to add course via Self-Service (see advisor or staff for late registration)
Sept 6	Labor Day (all-campus holiday)
Oct 15	Last day to drop course via Self-Service
Oct 29	Last day to submit a curriculum change request
Nov 12	Last day to withdraw from term without a grade of W Last day for Grad to elect credit/no-credit option Last day to drop a semester course without a grade of W
Nov 20-Nov 28	Fall vacation for students
Nov 22	Spring 2022 course registration begins
Dec 8	Instruction ends
Dec 9	Last day to add or drop a semester course with approval (W is recorded for drop)
Dec 10-17	Final examination period
Jan 17	Martin Luther King Day (all-campus holiday) Last day to cancel Spring 2020 registration via Self-Service
Jan 18	First day of instruction for spring term
Jan 31	Last day to add course via Self-Service Deadline to elect course audit Deadline to elect absentia registration
Mar 11	Deadline to drop course via Self-Service
Mar 12-Mar 20	Spring Break
Apr 1	Last day to submit a curriculum change request
Apr 15	Last day to withdraw from current term with W
Apr 25	Summer 2022 and Fall 2022 course registration begins
May 4	Instruction ends
May 5	Reading Day Last day to add or drop a course with approval (W is recorded for drop)
May 6-May 13	Final examination period



# ILLINOIS