Interim advisors are assigned upon admission and serve all advisory roles until a permanent advisor is found.

Each student’s work project (aka “thesis”) committee is composed of at least three members: the faculty advisor, another faculty member, and the project mentor at the company or organization (including any unit in UH) sponsoring the work project. The primary faculty advisor will chair the committee. Both the chair and the other faculty member must be on the graduate faculty of GG. All members must finally be approved by the GG department chair. OGE will then approve the committee for their records; however, only members of the GG graduate faculty will be formally recognized by the OGE. If the member of the sponsoring organization is not on the graduate faculty, and wishes to be formally recognized by OGE (which is not necessary by may be desirable in some cases), then a petition can be submitted to OGE indicating that person’s highest degree and qualifications.

The MGeo professional work project is fundamental to the MGeo degree, and the importance of setting it up early in a student’s career cannot be over-stressed. The MGeo professional work project may be done as a volunteer, intern or employee with a private or public company, or a city, state, or government agency. The project may even be done with a faculty member of a college or university, but if so, the student is ineligible to be paid with a research assistantship. The topic, nature, and scope of the project is determined together by the student and the student’s professional work project committee (see above). The project should meet three guiding principles:

1. It is an applied project pertaining to the geosciences,

2. It provides practical experience and expertise that supports the student’s career objectives,

3. It is a complete project, carried out by the student from start to completion, and in a time frame equivalent to about three months of full time work.

For working professionals, the project should not be an activity that would ordinarily done as part of the regular employment activities, but should explore novel approaches or data sets. An ideal project would take advantage of the research facilities and/or expertise of the faculty in GG to address a problem encountered by the sponsoring agency.

MGeo Advisors will help their students plan their course schedule. See the Grad Survival Guide for details. In summary, The MGeo requires a minimum of 30 credit hours. Of these, a total of 6 credit hrs must be in GG750 MGeo Professional Project. The remaining 24 credits of coursework must satisfy the following.
• GG740 (MGeo seminar) must be taken every year, up to three times.
• At least 18 credits must be taken for a letter grade
• At least 12 credits must be in GG classes at the 600-level and above (including GG740), and
• Some or all of the remaining 12 credits can be in other classes, including the upper-division undergraduate classes that are designated in the Grad Survival guide and on the MGeo website. Students wishing to take undergraduate classes not on the list, must gain permission from their advisor and the MGeo Faculty Oversight Committee.
• 3 credit hrs must be taken in a writing intensive class (see below)

Writing Intensive Class. At least 3 credits hours must include the equivalent writing experience as a WI-focus class (not GG750). The class(es) could have the WI-focus designation. GG454-Engineering Geology is an example of such a class. Students may also arrange to meet the writing requirement in a class that would otherwise not emphasize writing. In that case, the instructor must agree to provide additional writing assignments to the student, evaluate them, and provide formal feedback as is required for a WI-focus class. The instructor must provide a memo to the GG Chair briefly describing the writing activities and confirming that they meet the hallmarks of a WI class (see “Writing Intensive Focus” in the UHM General Education requirements). The memo should be endorsed by the GG chair and kept with the student’s file. A template to this memo is provided at http://www.soest.hawaii.edu/GG/resources/docs/Course_Writing_Requirement_Memo.docx

Transfer of course credits. UHM allows students to transfer course credits taken while enrolled in another degree program to the MGeo, provided the hours were not credited to the other degree (class credit counts toward only one degree). This must be completed within the first semester of entry into the MGeo program. The form is located at: http://manoa.hawaii.edu/graduate/sites/manoa.hawaii.edu.graduate/files/documents/forms/transfer.pdf

Timetable and Student Progress Forms for a 2-yr degree
I. Preliminary Conference 1st semester (typically, before registration)
I. Admission to Candidacy 1st semester (at Preliminary Conference)
II. Appointment of Committee During 2nd semester
II. Approval of Work Project Proposal During 2nd semester
III. Final Examination (Oral Presentation) End of second year
IV. Work Project Approval End of second year

Special Scheduling of Classes for Working Professionals. Several classes should be considered for teaching in the late afternoons (4:00 and later), early a.m. (8:00), or weekends, or during concentrated (e.g., 2-week) sessions in the summers, and/or be conducted with online content:

GG407 Energy and Mineral Resources
GG413/613 Data Analysis
GG410 Coastal Geology
GG423 Marine Geology
GG425/625 Geochemistry
GG450 Geophysical Methods
GG461 GIS
GG455 Hydrogeology
GG454 Engineering Geology
GG604 Disaster Management
GG611 Accelerated Introduction to Geology and Geophysics