AGENDA

• Welcome to DEN@Viterbi & USC
• Program Overview
• Registration Process
• Q & A
Welcome to DEN@Viterbi and USC

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Graduate Affairs Advisor

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PROGRAM OVERVIEW

• Master of Science in
  • Biomedical Data Analytics (BMDA) - 28 units
  • Biomedical Engineering (BME) – 28 units
  • Medical Imaging and Imagining Informatics (MIII) – 28 units
  • Medical Devices and Diagnostic Engineering (MDDE) – 26 units
• Continuous enrollment (university requirement): Fall & Spring
• Full-time enrollment: 8 units (not required)
• A maximum of 5 years to complete a program
• No final comprehensive exam to earn master’s degree
• No BME courses offered in the summer
Schedule of Classes
(www.classes.usc.edu)

- Registration Calendar
- Session Codes
- Final Examinations Schedule
- General Education
  - GE Requirements for Students Beginning College Before Fall 2015
  - Diversity Courses
  - GE Requirements for Students Beginning College in Fall 2015 or Later

D-Clearance Required

Search by Dept.
BME DEPARTMENT REGISTRATION RULES

- All BME courses require D-Clearance.
- All BME graduate students have a **MANDATORY ADVISEMENT HOLD** from the BME Department.

View class schedule at [classes.usc.edu](http://classes.usc.edu)
Look for:
- Section#: 12345D, requires D-Clearance
- Section#: 12345R, D-Clearance not required
- Location: DEN@Viterbi

**Every Semester**

**Step 1:** Contact your Graduate Student Advisor for **MANDATORY ADVISEMENT**

**Step 2:** REQUEST D-CLEARANCE FROM DEN

**Note 1:** Schedule a meeting with the Graduate Student Advisor if you are unclear about your course plan. Provide your 10-digit USC ID and specify that you are a DEN student.

**Note 2:** Elective courses that are not on the BME list of approved technical electives for your program require a petition. Degree applicability of technical electives must always be approved by the Department Chair.

See more at [https://bme.usc.edu/student-resources/graduate-student-resources/](https://bme.usc.edu/student-resources/graduate-student-resources/)
HOW TO REQUEST D-CLEARANCE FOR MPTX or RSCI COURSES

D-Clearance requests are processed at the department level. You would need to send an email to Toni Rodriguez at tonirodr@usc.edu with the following information for MPTX courses.

PLEASE REVIEW THE SCHEDULE OF CLASSES BEFORE YOU REQUEST D-CLEARANCE SO THAT YOU WILL NOT HAVE TO MISS THE FIRST DAY OF CLASS DUE TO TRAVEL PLANS.

Name:
Student ID#: (no dashes)
Course(s):
Onsite/Distance (if 50 miles from campus or closer, please plan to be onsite):
If distance, your current mailing address to send your binder:
USC email:
Phone number:
Department in which you are enrolled: (ie: RegSci, BME, MDDE):
Degree you are pursuing: (Cert, MS, DRSc, PhD, limited status):

Consult the full MPTX/RSCI schedule at
http://regulatory.usc.edu/CourseSchedules.htm

See more at http://bme.usc.edu/students/graduate-students-current/advising-information.htm
HOW TO REQUEST D-CLEARANCE FROM DEN

All DEN courses require D-clearance.

1. Login to DEN Desire2Learn: [http://courses.uscden.net](http://courses.uscden.net)
2. Go to DEN@Viterbi Tools on the navigation bar
3. Select “Request D-clearance” link, select the term, and select a course
4. Approval process takes 1-2 business days. To view the status of a request, click on “Check D-Clearance Status”
5. You can register once your request has been processed. D-clearances expire 7 days from when it is issued so register as soon as you obtain it to secure a seat in a course.

For questions on D-Clearance status, contact [den@vase.usc.edu](mailto:den@vase.usc.edu)
myUSC (https://my.usc.edu)
## Course Information

- **Registered course List**
  Registered course(s), time, date and location for the three most recent semesters.

- **Book list**
  Lists all required and optional books that have been ordered through TrojanBookstores for the courses in which you are registered.

- **Enrollment history**
  Enrollment history including class level, enrollment status, units earned, program of study, etc.

- **Summary of Completed Courses**
  History of completed course(s) including units and grades.

- **Restrictions**
  Summary of active "holds," description, and removal location/phone number and any mandatory advisement obligations, if any.

- **STARS report**
  Detailed listing of a student's degree requirements that have been met and those that remain to be fulfilled (if any).

- **STARS Interactive Audit Report**
  Provides a graphical representation of a student’s STARS report. Also provides the ability to plan future course registration to determine its impact on degree progress.

- **Grade Report**
  Grades for the current semester will post as professors submit them. You can check your grades on the Completed Course Summary page or on the Grade Report page.

- **Permit to register**
  Eligible students' registration appointment times.
Viterbi Admission & Student Engagement (VASE) – https://viterbigrad.usc.edu
## CONTACT INFO

### Viterbi Admission & Student Engagement

**Location:** Olin Hall of Engineering (OHE), Room 106  
**Hours:** Mon. - Fri. 8:30 am - 5 pm (Pacific Time)  
**Phone:** (213) 740-4488  
**Fax:** (213) 821-0851  
**Website:** [https://viterbigradadmission.usc.edu/denviterbi/](https://viterbigradadmission.usc.edu/denviterbi/)

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<tr>
<th>DEN@Viterbi Support</th>
<th>Contact Information</th>
<th>Staff</th>
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<tbody>
<tr>
<td>Technical support, Desire2Learn training, Homework</td>
<td><a href="mailto:dentsc@usc.edu">dentsc@usc.edu</a></td>
<td>Daniel Cueva</td>
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<td></td>
<td>213-740-9356</td>
<td>Bianca Richter</td>
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<td><a href="https://viterbigrad.usc.edu/technical-support/">https://viterbigrad.usc.edu/technical-support/</a></td>
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<td>DEN D-Clearance inquiries</td>
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<th><a href="mailto:denexam@usc.edu">denexam@usc.edu</a></th>
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<tr>
<th>VASE Advisor</th>
<th><a href="mailto:ptrinida@usc.edu">ptrinida@usc.edu</a></th>
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<tr>
<td>• General advisement</td>
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<td>• Policies &amp; Procedures</td>
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QUESTIONS?

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A recording of this online orientation and this presentation will be available for viewing and download on the VASE website.

https://viterbigrad.usc.edu/ms-denviterbi-new-student-information/