Building bridges between MIT and industry worldwide

VI-A M.Eng. Thesis Program

VI-A Handbook

http://vi-a.mit.edu

FALL 2015
Read what VI-A Alumni have to say about their VI-A Experience -

“My VI-A experience at General Electric Corporate Research and Development provided me the opportunity to work on a diverse set of problems encountered in industry and explore life in an industrial research lab. I have found the experience gained in the VI-A Program invaluable both in start-up environments and corporate research lab settings throughout my career. As a VI-A supervisor we have hosted several VI-A students at Microsoft Research Asia and the students are smart, energetic, and provide fresh perspectives. They also learn from interactions with researchers and other interns. It’s truly a win-win for the students and their mentors.”

Eric Chang, Director of Technology Strategy
Microsoft Research Asia, Beijing, China
VI-A Graduate

“As a VI-A student at Linear Technology, I worked with passionate industry experts with a deep understanding of how to develop winning products. Through their mentorship, I gained an education that perfectly complemented the coursework at MIT. Now, as a Design Manager at Linear Technology, I have the tremendous opportunity to give back by mentoring VI-A interns as well as full time engineers. Based on my personal experience, I can confidently say that Linear Technology looks to VI-A for top engineering talent and looks to the alumni of the VI-A program for technology leadership.”

John Tilly, Design Engineering Manager
Linear Technology, Milpitas, CA
VI-A Student Graduate

“Back at the turn of the century, I was a VI-A student at Linear Technology. I had received an e-mail about the VI-A program, and decided to see what it’s about. What drew me to apply was the promise of combining industry experience with my curriculum at MIT. I hadn’t decided about whether to pursue academics or industry at that point, but I knew I wanted to get a taste of real-world challenges. As it turns out, my internships at Linear gave me a great introduction to what cutting-edge companies are working on, and it gave me a sense of purpose and perspective for my later coursework at MIT. My projects were always of immediate value to the company, and I was happy to be able to apply the tools and knowledge I had learned at MIT. Now that I’ve graduated, I am an advocate for the VI-A program wherever I go. My current company, Maxim Integrated, recently joined the VI-A program, and we are excited to offer the same opportunities to MIT students that are curious about how the best companies operate. Diverse and innovative companies like Maxim give MIT students a unique opportunity to work in a fast-paced environment and solve practical problems. The long-term nature of the VI-A program gives companies a more valuable result from the more rigorous projects that the students undertake. It’s a win-win for all parties involved, and I’m looking forward to working with more MIT students next summer!”

Cheng-Wei Pei, Corporate Applications Engineer
Maxim Integrated Products, Sunnyvale, CA
VI-A Student Graduate
Preface

This publication is the 45th revised annual edition of the Student Handbook and the 98th year of the VI-A Internship Program founded in 1917. Our goal is to provide answers to applicants’ most frequently raised questions about VI-A and its participating companies. Additional information and the VI-A student blog can be found at the VI-A web-site http://vi-a.mit.edu.

If you have any questions throughout the admission process, please feel free to contact the Director, Professor Tomás Palacios (tpalacios@mit.edu), or Administrator, Kathleen Sullivan (kaths@mit.edu).

Introduction

MIT’s Department of Electrical Engineering and Computer Science (EECS) VI-A M.Eng. Thesis Program matches industry mentors with Course VI undergraduate students interested in obtaining both a Bachelor (S.B.) and Masters of Engineering (M.Eng.) degree in five years.

This unique opportunity gives students who have demonstrated excellent academic preparation and motivation a chance to relate the scientific and engineering principles, which they learn in the classroom, to current engineering problems in industry, while obtaining a funded M.Eng. thesis for the entire M.Eng. year.
The VI-A Internship Admission Process

Who Can Apply?

Any course VI junior or senior in good standing may apply to the VI-A Internship Program. Students must be committed to the completion of the work assignments and of the M.Eng. degree with an industry-based thesis. Seniors applying to the program should have done a previous summer internship in industry or a SuperUROP research internship.

What is the VI-A Program?

The VI-A Program is a co-op program in the EECS Department that allows students to get an EECS M. Eng. Degree while doing the thesis work in a company. Thousands of Course VI students have gone through the program over the years, including Amar Bose (founder of Bose Corporation), Cecil Green (founder of Texas Instruments), Andrew Viterbi (founder of Qualcomm), Ray Stata (founder of Analog Devices), and many others.

The VI-A program currently has two different tracks to provide maximum flexibility to students:

Track #1 consists of two work assignments at the company. The first one during the summer of the Junior Year, while the second one covers a six month period during the summer and fall of the MEng year. It is during the second work assignment when the student works on his or her MEng Thesis.

Track #2 is ideal for students who are now seniors, as it focuses on the MEng year and there is only one work assignment. It should be noted that although track #2 only has one work assignment, it does impose the additional requirement of having a SuperUROP or summer internship prior to applying to the VI-A program.

The timeline for the two tracks is shown below.
Orientation

The EECS Department hosts an Orientation Meeting and Student Open House every year at the end of September or beginning of October. This meeting is a great opportunity for students to learn more about the VI-A Program and member companies.

The Application Process

Anyone interested in joining VI-A must file a formal application, resume, letter of recommendation, grade report, and interview preference list in October for the fall recruitment. See Appendix B for the VI-A Calendar of Events.

It is best to request a letter of recommendation from faculty or others who know you and your work well (e.g., UROP, SuperUROP, project or summer job supervisor), instead of someone who only knows you superficially.

The Selection Process

Students’ “Interview Preference Lists” must be filed with the VI-A office when the VI-A application is submitted. Due to the limited number of available interview slots per company, the VI-A office schedules interviews. VI-A companies preview applications and select the students they wish to interview. A student’s individual “VI-A Interview Schedule” MUST BE PICKED UP at the Monday evening Company Open House, just before interviews on the following Tuesday and Wednesday.

Company representatives visit MIT in late October or early November to attend a Company Open House. The Company Open House gives company representatives a chance to informally meet prospective interns. Formal interviews take place during the following two days. (For tips on interviewing, please see Appendix C.)

After the Company Open House and interviews, companies submit a ranked list of students selected for consideration based on the formal interviews and the application package. The VI-A program then matches company lists with student lists to make placements maximizing student and company preferences.

If your interests change after completing the first assignment, you can apply to other VI-A companies for future VI-A assignments or leave VI-A entirely.
You’re “Hired!” – Frequently Asked Questions

You are a VI-A Intern – now what?

The intent of the VI-A program is to guide students, who wish to have industry experience with technology leaders, through the M.Eng. thesis at MIT. Your company mentor, EECS VI-A faculty advisor, and the VI-A staff want you to succeed, therefore if you have any questions or concerns at any time, please do not hesitate to ask. For your convenience, however, answers to some frequently asked questions follow.

FAQs

Q. Do I keep my regular faculty counselor/academic advisor?
A. Yes, when a student joins the VI-A Program they keep the faculty counselor assigned to them when they joined Course VI. Your faculty counselor continues to handle registration matters and should be consulted for education advice.

Q. What is a VI-A faculty advisor?
A. The VI-A Program assigns one EECS faculty advisor to each company. (See Appendix A for a list of VI-A faculty advisors.) The faculty advisor works with both the VI-A intern and company representatives throughout the VI-A Internship. Additionally, the faculty advisor assists the student, and student’s faculty counselor, with issues relating to VI-A work assignments and generally visits their VI-A students at the VI-A company once each summer.

Q. What are the VI-A Company responsibilities?
A. It is the obligation of the VI-A partner company to assist you in achieving your educational and work experience goals through the following:

- Assign exciting projects using state-of-the-art technology
- Assign a company mentor to supervise your VI-A work assignments
- Pay competitive salaries
- Communicate with your assigned MIT VI-A Faculty Advisor and MIT Thesis Advisor
- Assess and evaluate your progress
- Provide a VI-A fellowship or research assistantship to fund the M.Eng. Thesis.

Q. How am I graded?
A. Students are required to submit a mid-term and final report on each work assignment. You will receive an “Incomplete” if you do not return complete reports on time. Additionally, we require company mentors to complete an “Employer’s Evaluation Report” at the conclusion of each assignment. All of these reports enter into the granting of academic credit for
VI-A work assignments. If you meet all the reporting requirements and have performed satisfactory work at your VI-A company you will receive a “P” grade in your VI-A registration (6.921, 6.922 or 6.951).

Q. How can I fit everything into my class schedule?
A. Because a VI-A student in the M.Eng. Program has one less term on campus, some planning is necessary so that all requirements can be met on time. Some general notes appear below:

- By registering for 6.921 and 6.922 during the first two summer assignments, you pick up two unrestricted electives for 24 (UG) units. By registering for 6.951 during the graduate VI-A assignment, you pick up an additional 12 (G) units of the 66 units required for M.Eng. VI-A students register for 24 thesis units completing the M.Eng. thesis.
- You should plan your M.Eng. program so that during your last term on campus you need two courses or less and thesis to meet M.Eng. degree requirements so that you can be a teaching assistant if selected during your last term, both for its education value and to obtain full teaching assistantship funding with full term tuition paid, a stipend, and paid medical insurance. If you are a TA or RA a maximum of 24 course units are allowed.
- Every acceptable M.Eng. program must include four AAGS (Approved Advanced Graduate Subjects) totaling at least 42 units. Do not leave this for the last term as the work load will be too large, especially if you also are trying to finish your thesis. Take some graduate courses during your senior year.

Q. Do I have to do the last summer undergrad internship and the graduate internship back-to-back in the summer/fall?
A. VI-A students admitted to the M.Eng. Program may, by mutual arrangement with their company, select either a Spring/Summer or Summer/Fall schedule for their two graduate assignments. Some students prefer to remain at MIT during the spring in order to take graduate subjects, which will aid them with the work they will be doing on their graduate assignments. Others find that due to the sequencing of related subjects on a fall-spring basis, they need to select the Spring/Summer schedule in order to remain at MIT during a Fall Term of graduate study.

The purpose behind making the last two work assignments contiguous is to provide the student sufficient time to do an in-depth piece of engineering work at the company which will be acceptable to the Department’s Faculty as the basis for the M.Eng. Thesis. For special circumstances, with the agreement of their VI-A Company, VI-A students can request from the VI-A Program a different graduate internship schedule.

Q. As an Intern, will I be paid?
A. Yes. However, we believe salary should not be the main determinant in the selection of a particular company.
VI-A student salaries are established by the individual companies and are not necessarily uniform amongst all VI-A companies. Salary information is available from the individual company only, not from the VI-A office. The VI-A office conducts a survey each year to determine average salary information (see below).

**US VI-A Companies Weekly Salary Summary**
*(based on Summer 2015 survey)*

<table>
<thead>
<tr>
<th></th>
<th>1st Assignment</th>
<th>Grad Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>NATIONAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High</td>
<td>$1126</td>
<td>$1730</td>
</tr>
<tr>
<td>Low</td>
<td>$ 930</td>
<td>$1102</td>
</tr>
<tr>
<td>Average</td>
<td>$1065</td>
<td>$1326</td>
</tr>
<tr>
<td>EAST REGION</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High</td>
<td>$1102</td>
<td>$1730</td>
</tr>
<tr>
<td>Low</td>
<td>$ 930</td>
<td>$1102</td>
</tr>
<tr>
<td>Average</td>
<td>$1140</td>
<td>$1298</td>
</tr>
<tr>
<td>WEST REGION</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High</td>
<td>$1126</td>
<td>$1560</td>
</tr>
<tr>
<td>Low</td>
<td>$1126</td>
<td>$1280</td>
</tr>
<tr>
<td>Average</td>
<td>$1126</td>
<td>$1393</td>
</tr>
</tbody>
</table>

**Q. Will my salary ever increase?**
A. Yes. You will generally receive an increase in salary for each successive work assignment. By the time you complete your senior year you will have completed the academic work for your S.B. degree, and a company normally increases salaries during the VI-A M.Eng. year.

**Q. Will I receive company benefits, like insurance?**
A. VI-A students are generally considered temporary employees and are not eligible for company benefits such as medical insurance. However, some VI-A companies offer a housing subsidy, partial support for local travel such as shuttle bus, and will usually pay roundtrip transportation from MIT to company.

**Q. Am I guaranteed admission into the M.Eng. program?**
A. No. M.Eng. admission is primarily determined by a minimum grade point average. While it is the intent of the VI-A Program to guide you through the M.Eng. degree at MIT, this, of course, depends on the academic admissibility of each student.

Decisions on M.Eng. admissions are generally made in June after the student’s junior year, but if their academic record is borderline they may be placed on HOLD until the following January to include the last VI-A assignment and fall term grades for admission.
Q. What do I need to know about my M.Eng. Thesis?


At the time of submission, the completed Thesis must be accompanied by a “Thesis Release Letter” from the VI-A company (http://www.eecs.mit.edu/ug/thesis-guide.html#appendixB) stating that the thesis is within the scope of the thesis proposal as previously approved; does not contain any material that is objectionable to the company; recognizes that the actual thesis document will be the permanent property of MIT; and will be placed in the MIT Library. The student or MIT owns the copyright to the thesis but the VI-A company has permission to reproduce and distribute copies of VI-A Theses done at the VI-A company in whole or in part, and to grant others the right to do so. The thesis is signed by both the MIT and VI-A company thesis advisors.

In many circumstances, thesis work may offer potentially attractive business opportunities to the graduate student. A brief thesis hold allows the student to delay public access to research findings in order to pursue patent applications or explore other business opportunities associated with the work. A request for a thesis hold must be made jointly by the student and advisor and directly to the Dean for Graduate Education via the request form


The Dean acts with power in approving thesis holds and requesting that the MIT Archives hold a thesis from public access for up to three months without delaying the student’s graduation.

Q. Who supervises my Thesis?
A. A VI-A student, although doing a Masters Thesis while at the company, requires a faculty member as a Thesis Supervisor just like any other EECS student. The VI-A faculty advisor to the company may also assume this added responsibility for some of the students, but other members of the faculty will, of necessity, be asked to assist some students.

Because the Institute values the time spent by company thesis supervisors in the work which eventually becomes a student’s thesis, the company thesis supervisor is also asked to sign the thesis title page as an acknowledgement of their contribution to this work.
Q. What is the VI-A Fellowship?
A. VI-A Companies offer a VI-A Fellowship or Research Assistantship (Lincoln and Draper Laboratories) to VI-A graduate students in lieu of salary. The VI-A Fellowship gives VI-A graduate students essentially the same benefits that full-time on-campus research assistants receive: one-term full tuition distributed over the entire M.Eng. year and one term medical insurance and stipend while on VI-A work assignment and a RA, TA, or VI-A Fellowship support while completing the M.Eng. program on campus. The VI-A Fellowship for the fall 2015 term is $36,058.50. The duration of the Fellowship is usually distributed over the full M.Eng. year.

For most VI-A graduate students, the VI-A Fellowship has more value than receiving salary during an academic term. Please note that, typically, you receive a salary during the summer term, not a Fellowship (except for Draper Laboratory who offers a summer Research Assistantship). Although generally summer, fall or spring tuition is paid by the VI-A Fellowship at a 35% reduced rate.

Q. Do I have to pay tuition while I’m working at the VI-A company?
A. Yes and no. Additional tuition is not charged for the required summer session registrations for undergraduate students, but reduced tuition is due for non-Draper and non-Lincoln Laboratory VI-A graduate students during summer and regular academic year term work assignments. Non-Draper and non-Lincoln Laboratory VI-A companies generally offer financial assistance to VI-A graduate students through the VI-A Fellowship Program, while Draper and Lincoln Laboratories generally offer regular MIT Research Assistantships.

Keep in mind, VI-A undergraduate students generally still pay the regular two semester academic year MIT tuition.

If for some reason the VI-A student does not complete the M.Eng. thesis on time, tuition must be paid for later terms while the thesis is still being completed. If MIT enrollment has to be extended beyond the normal period, additional terms of registration will be billed at the prevailing rates for regular term and/or Summer Session tuition.
## Appendix A. VI-A Faculty Advisors 2015-2016

### Faculty Advisors By Company

<table>
<thead>
<tr>
<th>Company</th>
<th>Faculty</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analog Devices</td>
<td>Tomás Palacios</td>
<td><a href="mailto:tpalacios@mit.edu">tpalacios@mit.edu</a></td>
<td>4-2395</td>
<td>39-567B</td>
</tr>
<tr>
<td>Draper Laboratory</td>
<td>Joel Schindall</td>
<td><a href="mailto:joels@mit.edu">joels@mit.edu</a></td>
<td>3-3934</td>
<td>10-140H</td>
</tr>
<tr>
<td>Lincoln Laboratory</td>
<td>Eric Dauler (at Lincoln Laboratory)</td>
<td><a href="mailto:edauler@ll.mit.edu">edauler@ll.mit.edu</a></td>
<td>781-981-5707</td>
<td>LL-C-431</td>
</tr>
<tr>
<td>Linear Technology</td>
<td>Charles Sodini</td>
<td><a href="mailto:sodini@mit.edu">sodini@mit.edu</a></td>
<td>3-4938</td>
<td>39-527B</td>
</tr>
<tr>
<td>Mitre</td>
<td>TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NetApp</td>
<td>Samuel Madden</td>
<td><a href="mailto:madden@csail.mit.edu">madden@csail.mit.edu</a></td>
<td>8-6643</td>
<td>32-G938</td>
</tr>
<tr>
<td>SanDisk</td>
<td>Charles Sodini</td>
<td><a href="mailto:sodini@mit.edu">sodini@mit.edu</a></td>
<td>3-4938</td>
<td>39-527B</td>
</tr>
<tr>
<td>Silicon Laboratories</td>
<td>TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Appendix B. Calendar of Events 2015 VI-A Fall Recruitment

### September 2015

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>S</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
</tr>
<tr>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**September 24, 2015**  
ICP EECS Career Fair  
4:00-6:30PM • 34-401

**September 28, 2015**  
VI-A OPEN HOUSE  
Orientation and Student Open House  
5PM • 34-401

### October 2015

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>S</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
<tr>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
</tr>
<tr>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
</tr>
</tbody>
</table>

**October 7, 2015**  
VI-A Resume Workshop  
4-6PM • 38-477

**October 14, 2015**  
VI-A APPLICATIONS DUE  
Application Form, Resume, Letter of Recommendation, Most recent grade report, Interview Preference List, 4PM VI-A Office • 38-409H

**October 21, 2015**  
VI-A Interview Workshop  
4-6PM • 38-477

**October 26, 2015**  
VI-A COMPANY OPEN HOUSE  
Grier Room • 34-401  
8:30PM – 10PM

**October 27 - 28, 2015**  
VI-A COMPANY INTERVIEWS  
Grier Room • 34-401  
9AM – 5PM
## November 2015

<table>
<thead>
<tr>
<th></th>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>S</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td></td>
</tr>
</tbody>
</table>

**November 9, 2015**  
Company Student Selection List Ranking Due in VI-A Office  
9AM-4PM • 38-409H

**November 20, 2015**  
Student/VI-A Company Matching Lists Available in VI-A Office  
9AM-4PM • 38-409H

**November 30, 2015**  
Student Ranking of VI-A Companies Due in VI-A Office  
9AM-4PM • 38-409H

## December 2015

<table>
<thead>
<tr>
<th></th>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>S</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td></td>
</tr>
</tbody>
</table>

**December 4, 2015**  
VI-A Matching Lists Available  
9AM-4PM • 38-409H

**December 8, 2015**  
New VI-A Students Sign VI-A Agreement  
5PM • 34-401

**December 15, 2015**  
Last Day for current VI-A seniors to withdraw from VI-A Program

May 2016

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>S</th>
<th>S 1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
</tr>
<tr>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
</tr>
<tr>
<td>30</td>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

May 3, 2016
SPRING MEETING
For all new and continuing VI-A students.
5PM–7PM * 34-401B

May 23–August 26, 2016
SUMMER WORK PERIOD
(11-12 weeks within these Dates).

June 2016

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W 1</th>
<th>T 2</th>
<th>F 3</th>
<th>S 4</th>
<th>S 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
</tr>
<tr>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
</tr>
<tr>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

June 3, 2016
MIT Commencement
CONGRATULATIONS
VI-A GRADUATES!
Appendix C. Interviewing Tips

Advance knowledge about a company’s business impresses an interviewer and avoids need to repeat information that is already available in the brochure. It is important that as much of the interview period as possible be devoted to a discussion of your qualifications and professional interests. Keep in mind that you only have thirty minutes to convince the interviewer that you should be selected for VI-A. You can learn more about the VI-A program and the companies by viewing the VI-A home page at http://vi-a.mit.edu/

Many of the VI-A companies have their own home pages, which are linked from the Participating Companies page http://vi-a.mit.edu/companies.

Two other excellent opportunities for gathering information, prior to the interviews, are the VI-A Open House and the Company Open House.

For more tips on interviewing, visit the MIT Global Education & Career Development web site at http://web.mit.edu/career/www/guide/interviews.html.
Appendix D. Special Advantages for International Students

International students attending MIT are eligible to apply to the VI-A Internship Program. However, they should be aware of special conditions imposed by the U.S. Citizenship and Immigration Services (USCIS) and by the employment policies of the companies participating in the Program.

Because VI-A is a regular educational program, work assignments under Curricular Practical Training (http://web.mit.edu/iso/immigration/emp_f1_cpt.shtml) do not count against Optional Practical Training time (http://web.mit.edu/iso/immigration/emp_f1_opt.shtml).

Some of these conditions are described below; specific information can be obtained by contacting the MIT International Students Office (ISO), room 5-133, or by visiting the ISO web site at http://web.mit.edu/iso/www/.

VI-A & Curricular Practical Training

Because the VI-A Program gives academic credit for work performed at the participating companies, International Students with valid VISA status may be eligible for the VI-A Internship Program. Once selected into the VI-A Program, authorization to work for a participating VI-A company is not automatic – students must apply for it through the International Student Advisor. International Students should consult with one of the International Student Advisors in the International Students Office (5-133), as soon as you are accepted into the VI-A Program.

VI-A Company Policies

The companies participating in the VI-A Program determine their own hiring policies regarding International Students. A VI-A Cooperating Company Brochure is issued each year, at the start of the spring recruiting period, in which each company states its employment policy as to International Students. Many, but not all, of these participating companies have restrictions (security clearance, green cards, etc.), which limit the hiring of International Students. Consequently, competition amongst those fewer companies that do have openings for such students becomes exceptionally keen.

Admission to VI-A

Upon an International Student’s acceptance by a company to the VI-A Program, the EECS Department will so notify MIT’s International Students Office (ISO). It becomes the responsibility of the student to make an appointment with the ISO and to apply for Curricular Practical Training by filling out the required forms. This process must be repeated for each subsequent employment period (i.e., VI-A Work Assignment). Students who start working without authorization lose their legal status in the United States. If you have any questions, the VI-A Office (38-409H) and the International Students Office (5-133) will gladly assist you in any way they can.
Appendix E. Nondiscrimination Policy

The Massachusetts Institute of Technology is committed to the principle of equal opportunity in education and employment. The Institute does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, and other Institute administered programs and activities, but may favor US citizens or residents in admissions and financial aid.*

The Vice President for Human Resources is designated as the Institute's Equal Opportunity Officer and Title IX Coordinator. Inquiries concerning the Institute's policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to the Vice President for Human Resources, Room E19-215, 617-253-6512, or to the Coordinator of Staff Diversity Initiatives/Affirmative Action, Room E19-215, 617-253-1594. In the absence of the Vice President for Human Resources or the Coordinator of Staff Diversity Initiatives/Affirmative Action, inquiries or complaints may be directed to the Executive Vice President, Room 3-211, 617-253-3928, or to the Director of Labor and Employee Relations, Room E19-235N, 617-253-4264, respectively. Inquiries about the laws and about compliance may also be directed to the Assistant Secretary for Civil Rights, US Department of Education.

*The ROTC programs at MIT are operated under Department of Defense (DOD) policies and regulations, and do not comply fully with MIT's policy of nondiscrimination with regard to sexual orientation. MIT continues to advocate for a change in DOD policies and regulations concerning sexual orientation, and will replace scholarships of students who lose ROTC financial aid because of these DOD policies and regulations.