Electrical Engineering Majors
Spring Advising Meeting

Sophomores and Beyond – Part 2
minors, curriculum changes, accelerated masters,
co-op, study abroad, GPA's, repeat course, DROP, transferring credits

Use with this presentation:
✓ Flowchart
✓ Sophomore/Junior Checklist

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Appointments:
487-2550    EERC 121
Minors: Find minor requirements in Degree Services or online catalog webpages

**Technical**
- Computer Science
- Electronic Materials
- Mathematics
- Nanoscale Science & Engineering
- Physics
- Data Acquisition & Industrial Control
- many others

**Non-technical**
- Art
- Economics
- Enterprise
- Ethics and Philosophy
- French, German, or Spanish
- Music
- Theatre Arts
- many others

View full list in undergraduate catalog

View minor requirements on Degree Services webpage

View the list of Advisors
How to add:
Minor, concentration, double major, etc…

Complete a Curriculum Add/Drop form in the department offering the minor, double major, etc…

Add: minor (to a major)
   double-major
   second degree
   concentration (to a major)

Change: major

Drop: minor
   concentration
   double-major

- An online degree audit will be generated appropriately.
- A minor will show at bottom of audit report.
Co-op - 220 Admin Building

- **Info:** [http://www.mtu.edu/career/students/jobs/co-ops/](http://www.mtu.edu/career/students/jobs/co-ops/)

- Valuable **experience** to add to your resume

- Helps with **career path** and **focus area** choices

- **Co-op** – go to the Career Services Center for co-op opportunities and how to apply.
  - *Career Services is located in the Admin Building 2nd floor*

- **UN3002** – 2 credits of co-op experience
  - EE majors: co-op credits may count as free or approved electives
  - CpE/EE Double-majors: credits not needed (already covered by Double Major)

- Co-op program advisor: Kirsti Arko, **karko@mtu.edu** 487-2314
  Admin 220H
Study Abroad — 200 Admin Bldg - IPS Office

International Programs and Services

- Attend Study Abroad 101 workshop:
  11 am Tuesdays      2 pm Thursdays
  Just walk in to Admin 200

- Fall, Spring & Summer programs

- Junior year Spring semester in Cergy France
  (core EE courses – taught in English)

- European Project Semester (EPS)
  senior design project
  (earn credit for EE3901, EE4901, EE4910)

Watch Study Abroad Video (5 min)
Accelerated Masters - msee, mscpe

✓ Possible to complete BSEE/MSEE or BSCpE/MSCpE in 5 years.

✓ 6 credits of 4000+ level ECE BS coursework may be applied to MSEE or MSCpE. (double-count)

✓ Remaining 24 credits may be completed in one year.

✓ Apply at end of Junior year.

✓ Maintain minimum UG GPA of 3.25

CONSIDERING AN MBA?

Contact the MBA program administrator at techmba@mtu.edu or 906-487-3055 for information about program prerequisites and admission into the Tech MBA program.
GPA calculations:

1. Cumulative GPA – All courses taken at MTU
2. Departmental GPA - EE credits
3. Engineering GPA - first-year courses
4. Semester GPA

Must be 2.0 or higher to be in Good Academic Standing:

Cumulative GPA and
Departmental GPA (16 +) and
Semester GPA

Must be 2.0 or higher to graduate:

Cumulative GPA and
Departmental GPA
Academic Honors

- Academic Honors are granted on the following basis using cumulative GPA:
  - 3.9 - 4.0  Summa Cum Laude
  - 3.7 - 3.89  Magna Cum Laude
  - 3.5 - 3.69  Cum Laude

- Details on the Dean of Students website
Students may repeat courses with a grade of CD or lower. The most recent grade is used in your GPA calculation. Even if it is lower than prior grade.

Maximum of 3 attempts to pass a course.

Special permission from the Dean of Students, Financial Aid and your academic advisor is required to repeat a course a 2nd and final time.

If you are behind or not doing well in a course, talk with your instructor, and/or your advisor.

Friday March 24th is the final day to drop a course with “W”.

See: ECE Advising Blog
Spring Semester Drop Dates

- Friday MARCH 24th, is last day to drop with a grade of “W”.
- All drops must be done at the Student Services Center – Admin Building

- After March 24th, permission from Dean of Students is required if you had extenuating circumstances beyond your control.

Track B Classes begin week of February 27th.
Term B drop dates:

- March 15 is deadline to drop Term B courses without a grade.
- April 7 is deadline to drop Term B courses with a “W” grade.
- After April 7th, no dropping of Term B courses, except in extenuating circumstances.
Notify transfer@mtu.edu if you are taking summer courses elsewhere that are prerequisites to courses you need in fall. Temporarily, “In Session”. Send final transcript upon completion.

(Michigan undergraduate schools)

Complete a Guest Application Form (if needed)

Transfer Equivalency List to search for courses

Send syllabus to transfer@mtu.edu for evaluation

A grade of “C” or higher is required to transfer a course to MTU.

MTU Transfer Services
Student Services Center, Admin 110
transfer@mtu.edu

See ~ ece undergraduate Advising ~ Transferring credits from elsewhere
Online Degree Audit report

- Run in Banweb or mymichigantech
  - Do not select your major from the drop down lists

- Monitor degree progress

- Run your degree audit before & after scheduling

- Verify you’ve met requirements for graduation
Undergraduate Advising Resources

ECE undergraduate Advising Blog search topics
EE undergraduate Advising Page flowcharts, elective lists
ECE Department Web Page: faculty & courses
Registrar’s Office Web Page Prepare for Registration
Degree Services: majors, minors, degree audits
Dean of Students: Dean’s list, policies, academic issue appointments
ECE Main Office - 487-2550 EERC 121

emails and walk-ins
CpE’s: Trever Hassell, EERC 131, tjhassel@mtu.edu
EE’s: Judy Donahue, EERC 131, eceadvise@mtu.edu

“Bad planning on your part does not constitute and emergency on my part”
Anonymous (Proverb)