Student’s Name: _____________________   ID Number: _________________________

Student’s e-mail: _____________________

Project Advisor: _____________________   Completion Date: ____________________

Department offering Project: ___________   or Enterprise: _______________________

Course Number: _____________________   Number of Credits: __________________

_____________________          __________________

_____________________          __________________

Senior Design Ready:

Courses  ___Yes  ___No

Test    ___Yes  ___No

BSE Academic Advisor          Date

NOTE:
- It is the student’s responsibility to add these courses at the Registrar’s Office. The student may need to get approval from the department offering the course with a Special Approval Form.
- The student must write a memo describing the project (see back for memo details) and submit it along with this form to the Bachelor of Science in Engineering (BSE) academic advisor.
- The student should notify the BSE academic advisor (efadvise@mtu.edu) of the date, time, and location of the Senior Design presentation as soon as it has been scheduled.

Project Description - Work out with the Project Advisor and write a detailed outline of the project and schedule of work (see back for memo details).

ABET Criteria (to be filled out by Project Advisor). Check whether student will:

☐ (a) apply knowledge of mathematics, science, and engineering
☐ (b) design and conduct experiments, as well as to analyze and interpret data
☐ (c) design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
☐ (d) function on multidisciplinary teams
☐ (e) identify, formulate, and solve engineering problems
☐ (f) demonstrate understanding of professional and ethical responsibility
☐ (g) communicate effectively
☐ (h) gain the broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context
☐ (i) recognize of the need for, and an ability to engage in life-long learning
☐ (j) gain knowledge of contemporary issues
☐ (k) use the techniques, skills, and modern engineering tools necessary for engineering practice.

Requested by:__________________________________________________________

Student Signature           Date

Approved by:___________________________________________________________

Faculty Project Advisor          Date

Approved by:___________________________________________________________

Engineering Fundamentals Department Chair       Date

Return completed form and memo to the BSE/Engineering Fundamentals Advising Office (112 Dillman).
Design Project Memo Details
The memo should include the following items:
- Brief overall description of the proposed project (a “big-picture” view in your own words)
- Description of your proposed contribution to the project
- Significance/importance of the project
- Description of approach/methods/steps planned for the project
- Expected results and deliverables
- How results will be disseminated
- Enclosures should include
  o A Gantt chart
  o The project description that explains key or major aspects

The items listed above are in no specific order. Please organize the memo appropriately for your project and use a professional format.