ACADEMIC REGULATIONS: ENGINEERING DIVISION

For complete information regarding academic rules and regulations of the University, students should see the Academic Regulations (http://bulletins.wayne.edu/undergraduate/general-information/academic-regulations) section of this bulletin. The following additions and amendments pertain to the Division of Engineering within the College of Engineering.

Undergraduate Registration

All Division of Engineering undergraduate students are required to meet with their Engineering advisor a minimum of once per academic year in order to discuss their academic progress and curriculum. It is strongly recommended that these meetings take place before each semester’s registration. Special attention should be paid to course prerequisite and corequisites as well as College grade requirements in prerequisites. It is the student’s responsibility to ensure that all prerequisite and corequisite requirements are satisfied. Students will be removed from courses entered without satisfying these requirements. Students may also be required to repeat courses for which they have not completed the necessary prerequisites, following fulfillment of those prerequisites (even though a grade of “C” or above has been earned in the course). Students wishing to receive a waiver of pre- or corequisite requirements must submit an Academic Petition prior to registering for the affected course.

Some courses may be offered only once a year; others may have multiple sections running every semester. The University Schedule of Classes (http://www.classschedule.wayne.edu), published prior to each semester, shows when and where the classes will meet and outlines registration procedures and times.

Attendance Policy

Regular attendance in classes is necessary for success in college work. Excessive unexcused absences may result in a student failing a course. The student should arrange with the course instructor in advance for all predictable absences. Absences due to illness or conditions beyond the student’s control should be reported as soon as possible via phone or email to the instructor, and substantiating documentation provided upon the student’s return to class.

Dean’s List of Honor Students

A student who achieves a term grade point average of 3.5 or more, based on a program of twelve credits or more, is cited by the Dean for distinguished scholarship and is included on the Dean’s List of Honor Students.

‘AGRADE’ Program (Accelerated Graduate Enrollment)

Accelerated Graduate Enrollment: The College of Engineering enables academically superior undergraduate seniors to enroll simultaneously in undergraduate and graduate programs and apply a maximum of sixteen credits toward both an undergraduate and graduate degree in the student’s major field. Students who elect the ‘AGRADE’ Program may expect to complete the bachelor’s and master’s degrees in one additional year of full-time study.

To be eligible, applicants must have completed a minimum of ninety credits of course work applied towards the engineering degree and be accepted in the professional program of their major. The minimum grade point averages for acceptance into the program are a 3.4 in engineering all program requirements and not less than a 3.6 g.p.a. in their department of specialization major area classes, as computed by the rules of the Division of Engineering. See the departmental advisor for further details.

Student Conduct

Each student is subject to official regulations governing student activities and student behavior. Furthermore, it is the responsibility of each student to adhere to the principles of academic integrity. Academic integrity means that a student is honest with him/herself, fellow students, instructors, and the University in matters concerning his or her educational endeavors. Thus, a student should not falsely claim the work of another as his/her own, or misrepresent him/herself so that the measures of his/her academic performance do not reflect his/her own work or personal knowledge.

If there are reasonable grounds to believe that a student has disregarded the regulations or student responsibilities, he or she may be disciplined. Such discipline may include failure in the course, suspension or dismissal, but no dismissal will be directed without reasonable opportunity for an appropriate hearing. A description of the University’s Student Due Process Policy and a discussion of academic integrity can be found at the Dean of Students Office (http://www.doso.wayne.edu/assets/codeofconduct.pdf).

Academic Probation

A student is considered to be on academic probation whenever his or her cumulative grade point average, or his or her grade point average in the College of Engineering, falls below 2.0. A student may also be placed on probation whenever his or her academic performance is deemed unsatisfactory. For a first occurrence of academic probation, a student should meet with his or her academic advisor to discuss what steps should be taken to remedy the academic deficiencies and have the academic hold released. In the case of any subsequent occurrence of probation, either in consecutive or non-consecutive semesters, the student is required to meet with the Associate Dean for Academic Affairs or for Student Affairs before the academic hold will be released. While on probation, a student may not represent the College of Engineering in student activities.

A student on probation is expected to remove the grade point deficiency promptly. If, at the end of the first semester on probation, the student’s cumulative grade point average has not increased to at least 2.0, he or she will be excluded from the College. For part-time students, a semester will be considered to consist of twelve consecutive credits. If the student’s cumulative g.p.a. reaches at least 2.0 by the end of the first semester after being placed on probation, he or she will be returned to regular status. Multiple occurrences of probation in non-consecutive semesters will also result in the student’s exclusion from the College. A student may also be refused the privilege of registering in the Division for irresponsible attendance and performance in class, regardless of any probationary status.

Following exclusion from the Division of Engineering, the privilege of registering in the Division will be withheld for at least one calendar year. Class work taken at any institution during the period of exclusion may
not be considered for transfer toward an engineering degree from this Division.

A student who has been refused the privilege of registering in the Division may request a reconsideration of his or her status by the Academic Standards Committee (ASC) after the one-year exclusionary period. He or she should not make the request, however, unless evidence can be provided of changes in academic preparation or circumstances that will substantially increase the likelihood of academic success. A formal written request for reconsideration must be presented to the Associate Dean for Academic Affairs. Students who plan to petition for readmission are encouraged to request a meeting with the ASC as early as possible during the exclusion period to discuss what changes may provide an opportunity for readmission. In no case is readmission to the College of Engineering guaranteed.

Engineering Division Rules for Calculating Grade Point Average

The Division of Engineering computes Departmental and College grade point averages using rules that differ from those used to compute the cumulative grade point average on the official University transcript: the College g.p.a. is calculated based on all engineering and technical courses, as well as required English courses, not including Engineering Bridge courses (Students should consult their academic advisors for details). The Departmental g.p.a. includes all courses taken within the major department. The College g.p.a. includes all engineering courses and those courses that are prerequisite to an engineering course. The preprofessional g.p.a. is calculated to determine eligibility for admission to the professional program. Preprofessional requirements that have been satisfied through transfer credit will be included in the assessment of the pre-professional g.p.a.; however, they will not be included in the official University g.p.a. or final calculation of the College or Department g.p.a. Courses taken as part of the Bridge Program will not be included in the calculation of the Departmental or College g.p.a. once a student enters a preprofessional program.

For students admitted to the College of Engineering for the Winter 2004 semester or later, repeated courses will not be included in the grade point average calculations (following standard University regulations). The new grade will replace the old grade in the g.p.a. calculation, but only a maximum of five repeated courses will be allowed (see Repeating Courses, below).

For students admitted to the College of Engineering prior to Winter 2004, the inclusion of repeated courses in the grade point calculation follows different rules. When a course is repeated, the new grade will replace the previous grade unless the student exceeds the maximum number of repeats: one repeat for each thirty-four credits completed at Wayne State University. After the maximum number of repeats is exceeded, both grades are used in computing the student’s grade point average.

Substandard Performance

If a grade below ‘C-minus’ is received in course to be applied towards the degree, the student will be required to repeat that course in the next semester in which it is available. The course must be repeated and a satisfactory grade earned before the next course in the sequence is taken. Students may be required to repeat courses and will be administratively withdrawn from courses when they have not satisfied course prerequisites. Courses that are not specifically required for the degree (e.g. AI, FC, HS, and VP courses or technical electives) may be repeated or a different course may be chosen to satisfy that requirement. If a different course is selected, the first grade will not be replaced in the calculation of the g.p.a.

A course in which a grade below ‘C-minus’ has been earned may not be subsequently passed by special examination.

Auditing Courses: Undergraduate students may elect to formally audit a course that interests them. In order to audit a course, a student must register for the class and pay the appropriate tuition. However, this course will not apply towards any degree requirements. Any course that has been completed for audit may not be subsequently enrolled in for credit, nor may credit be obtained by special examination.

No course taken to satisfy an engineering program requirement may be elected on a Pass-Fail (‘P’-’NP’) basis.

Repeating Courses

Courses in which a grade lower than a ‘C minus’ is earned must be repeated no later than the next regular (i.e., fall or winter) semester in which the course is offered. Exceptions to this rule must be approved by the Undergraduate Program Director or the Associate Dean for Academic Affairs.

Students will be allowed one repeated course for a substandard grade for every twenty-four credits earned at Wayne State University, up to a maximum of five repeated courses. If a student must repeat a subsequent course in order to complete their degree, he or she will be excluded from the College. Prerequisite math and science courses that do not count for degree credit, but are required if students did not place into MAT 2010 and CHM 1225, are also counted towards exclusion from the College. Students who elect to repeat a course to improve their understanding of the material even though a satisfactory (‘C-minus’ or higher) grade was received will not have this counted towards allowed repeats.

WayneDirect students are given the option of including their community college record in the allowed number of repeated courses. Each WayneDirect student must make this choice at the time of their full enrollment at Wayne State. Full details on the two repeat options for WayneDirect students are provided in the College's Preprofessional Handbook.

Students admitted to the College prior to the Winter 2004 semester will not be limited in the number of allowed repeats; however, a limited number of repeats will have the new grade replace the old in the grade point calculation (see Division of Engineering Rules for Calculating Grade Point Average, above).

When repeating a course, failure for the third time to pass it with at least a ‘C-minus’ grade constitutes grounds for refusing a student further registration in the Division of Engineering.

Courses taken at Wayne State and intended to apply to a Wayne State degree must be completed at this University. Exceptions to this policy require that prior written approval be secured from the student’s department chairperson and the Associate Dean for Academic Affairs in order to take the course at another designated institution.

Students are directed to Repeating Courses — The mark of R (http://bulletins.wayne.edu/undergraduate/general-information/records-registration) for University policies related to repeating courses and credit by special examination. See also ‘Division of Engineering Rules for Calculating Grade Point Average,’ above.
Withdrawal From Courses

General rules governing withdrawal from courses and changes of program can be found on Drop/Add — Adjusting Your Schedule. (http://bulletins.wayne.edu/undergraduate/general-information/records-registration) Courses from which a student withdraws, such that a mark of WP, WF, or WN appears on the transcript, are counted as an attempt at the course and are taken into account when assessing the allowed number of repeats. If a student feels that circumstances beyond their control (e.g. family emergency, change of work schedule) justify the withdrawal, a written petition may be submitted to the Associate Dean for Academic Affairs before the end of the semester in which the course was taken. If the petition is approved, it will be noted in the student’s advising record that the course will not be counted towards Engineering repeat allowances.

Graduation

Students must apply for graduation at the beginning of the semester in which they plan on completing their degree requirements. At graduation, the University requires a minimum 2.0 grade point average in the total residence credit. Additionally, the Division of Engineering requires a minimum 2.0 for both the College and the Departmental grade point average. The student’s total g.p.a., as well as departmental grade point average, is calculated using the Division of Engineering rules described above.

Graduates with a minimum of sixty credits in residence at Wayne State University and a grade point average of at least 3.0 may qualify for a special diploma under the following conditions:

*Summa Cum Laude:* Student must have a grade point average in the 95th percentile of the College of Engineering graduating class.

*Magna Cum Laude:* Student must have a grade point average in the 90th percentile of the graduating class.

*Cum Laude:* Student must have a grade point average in the 80th percentile of the graduating class.

Commencement: Each year, commencement exercises are held May.

*College Order of the Engineer and Professional Order of Engineering Technology* ceremonies will be held in both December and May to induct graduates into these organizations.

Guest Students

A student attending another engineering college who wishes to take course work at Wayne State for the purpose of credit transfer to the home institution may be admitted as a guest student for one term. This is done by applying through the University Office of Admissions using either the Application for Undergraduate Admission or the Graduate Guest Application. These applications require certification by an official of the home institution. For information on graduate guest admission and visiting doctoral guests, see the Wayne State University Graduate Bulletin. Guest students are expected to have met the listed prerequisite requirements for courses in which they wish to enroll. Students wishing to register for 3000- or 4000-level engineering classes must first receive permission from the department that teaches the course.

The Michigan Conference of Engineering Deans has entered into an agreement endorsing the exchange of guest privileges between ABET-accredited engineering program in Michigan. For further information call the Engineering Dean’s Office; 313-577-3040.

Second and Concurrent Degree

In accordance with the University requirements, students may earn a Bachelor of Science in engineering concurrently with or subsequent to another bachelor's degree at Wayne State University. Such students must complete at least thirty credits beyond those applied toward the first degree and must also satisfy applicable departmental and College requirements; consult an Engineering academic advisor to review these requirements.

Engineering: Minor Options

A number of undergraduate programs within the University allow students to pursue a minor in the field. Engineering students may elect to complete a minor through another school or college in conjunction with their Bachelor of Science in Engineering. This minor will generally require course credit in addition to that required for the engineering degree.

Professional Registration

An additional mark of engineering competence is the successful completion of examinations for professional registration given by each state. Upon being registered in a state, the engineer may legally provide engineering services to the public of that state. Many of the states have reciprocity agreements for transfer of registration. In Michigan, the State Board of Registration for Professional Engineers offers the registration examination in April and November of each year. Graduates at the bachelor’s degree level are qualified and urged to take Part I of the examination, Fundamentals of Engineering, immediately upon graduation or at the examination just preceding graduation. Application forms are available in the Dean’s office.