

## Admission and Retention Policies

The Mechanical Engineering Department faculty have understood the need for maintaining a standard that enables students to be competitive in the job market and to assure that they have an above average level of competence in their coursework. The Department has maintained a policy of minimum academic stands for many years. This policy, outlined below, will continue to be strictly enforced.

### 1) Admission Standards for the Mechanical Engineering BASIC Program - (freshman & sophomore years):

- a) FRESHMEN: Applicants must either rank in the top one third of their high school class or have received a score of at least 26 in the math portion of the ACT or at least 590 on the Math portion of the SAT. Students who do not meet this requirement upon entry may apply for admission when they meet the conditions as a transfer student.
- b) TRANSFER STUDENTS: All transfer students, whether from another university or another department at NDSU, must have a cumulative grade point average of at least 2.80.

### 2) Admission Standards for the Mechanical Engineering PROFESSIONAL Program - (junior & senior years):

*Admission to the Professional Program is primarily based on the departmental Engineering GPA which is calculated using the fundamental Basic Program courses as outlined on the Engineering GPA Calculation Worksheet. This worksheet is located on the reverse side of this policy and available on the department website.*

#### **Professional Program admission criteria are:**

- a) Students must have a minimum Engineering GPA of **2.80**.
- b) Students must have a minimum Cumulative GPA of **2.50**.
- c) Students must be currently enrolled in or have completed all fundamental Basic Program courses.
- d) No grade less than "C" in any fundamental Basic Program course.

### 3) Petitioning for Admission to the Mechanical Engineering Professional Program.

*Transfer students that are currently unable to enter the ME Program due to the NDSU Cumulative GPA standard of 2.80 may petition the Mechanical Engineering Department for direct admittance to the Professional Program under the following criteria:*

- a) Students must have a minimum Engineering GPA of **2.80**.
- b) Students must have a minimum Cumulative GPA of at least **2.50**.
- c) Students must have completed ALL fundamental Basic Program courses.
- d) No grade less than "C" in any fundamental Basic Program course.
- e) Complete and Submit the Mechanical Engineering Petition for Professional Program Admission form.

### 4) GRADUATION Standards from Mechanical Engineering:

- a) A minimum Cumulative GPA of 2.50 is required for graduation from Mechanical Engineering.
- b) No grade less than "C" in **any** ME Program courses. This includes all general education requirements.

A warning, probation, or suspension notice will be sent from the department undergraduate committee to students whom, at any point throughout their Mechanical Engineering academic career, do not maintain a minimum average of 2.50 in either their Term or Cumulative GPA.

If you should have any questions or concerns regarding these policies, please see your advisor or the chairman.

## Professional Program Engineering GPA Calculation Worksheet

The upper division courses are restricted to students who have been admitted to the Mechanical Engineering Professional Program. Admission to the Professional Program is primarily based on the departmental Engineering GPA, which is calculated using the courses outlined below. Additional criteria can be found in the gray box on the right.

Course Number	Course Title	Cr.	Grade	Honor Points	Semester Planned
MATH 165	Calculus I	4			
MATH 166	Calculus II	4			
MATH 129	Basic Linear Algebra	2			
MATH 259	Multivariate Calculus	3			
MATH 266	Differential Equations	3			
ENGL 120	College Composition II	3			
CHEM 121	General Chemistry I	3			
CHEM 122	General Chemistry II	3			
PHYS 252	University Physics II	4			
PHYS 252L	University Physics II Lab	1			
IME 330	Manufacturing Processes	3			
ME 212	Fund. Visual Communications	3			
ME 213	Modeling of Engineering Systems	3			
ME 221	Engineering Mechanics I	3			
ME 222	Engineering Mechanics II	3			
ME 223	Mechanics of Materials	3			
ME 351	Thermodynamics I	3			
<b>TOTAL</b>					
<b>To calculate your grade point average</b> (A = 4, B = 3, C = 2, D = 1, F = 0) Honor Points = Credit Hours x Grade      GPA = Total Honor Points/Total Credits			<b>Engineering GPA (above) =</b>  <b>MUST BE 2.8 or HIGHER</b>		

### Professional Program Eligibility Requirements

Your plan designation must be listed as **BSMCE-Mechanical Engineering** in order to take professional level classes.

The eligibility requirements for the professional program are as follows:  
 1) A minimum Engineering GPA of 2.80 and a minimum Cumulative GPA of 2.50.  
 2) Currently enrolled in or have completed all fundamental Basic Program courses.  
 3) No grade less than "C" in any fundamental Basic Program course – must be currently retaking.

Mechanical Engineering students having no more than 7 credits remaining in the Basic Program are considered for Professional Program eligibility; however, these courses must be a priority over professional classes. All fundamental basic courses need to be completed before the second semester of professional classes.

Mechanical Engineering students are conditionally admitted into the Professional Program to register for their first semester of professional classes. If you do not meet the eligibility criteria at the end of the semester once grades have posted, you will be administratively dropped from all professional level courses and reverted back to Basic Program status.

**Other Notes:**  
 Mechanical Engineering students have an advising hold on their registration every semester. You must meet with your advisor during advising week.

Prerequisites are strictly enforced. You are responsible for knowing and meeting all prereqs and coreqs for all courses for which you register. You will be dropped if you do not meet the requirements.

**FAILURE TO REGISTER AT YOUR DESIGNATED TIME MAY RESULT IN DELAYED GRADUATION.**

### NOTES: