GRADUATE STUDENT GUIDE

MECHANICAL ENGINEERING (ME) PROGRAM

Application, Admission, and Registration

MECHANICAL ENGINEERING
Graduate Studies Committee
598 Rhodes Hall, P.O. Box 210072
COLLEGE OF ENGINEERING
UNIVERSITY OF CINCINNATI
CINCINNATI, OHIO 45221-0072

Revised
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I. APPLICATION AND ADMISSION TO GRADUATE DEGREE PROGRAMS

A. Application Process

A student applying for admission to the ME Graduate Program must submit an application form and relevant supporting documentation to the COE Graduate Studies Office (701 ERC) to be considered for (1) admission and (2) teaching assistantships, research assistantships and other forms of University and Departmental support. (Students seeking governmental loans, work-study, and other forms of financial aid may make application to the Student Financial Aid Office, 220 University Pavillion). On-line submission of the application is now mandatory. See www.eng.uc.edu/graduatestudies/onlineapplication/. Questions and correspondence relating to applications for admission may be directed to the COE Graduate Studies Office. Applications to any UC graduate engineering program must be accompanied by a non-refundable $50.00 application fee (see instructions below for submission of payment). This fee is subject to change without prior notice.

It is the applicant's responsibility to see that all parts of an application have arrived at UC. A letter of inquiry or a telephone call to the Graduate Studies Coordinator at (513) 556-5157 can provide confirmation. Application status may also be checked via the on-line application URL given above. It is the applicant’s responsibility to make certain that letters of reference and transcripts are mailed (by postal mail or private carrier) to the COE Graduate Studies Office at the address given in the following section.

B. Requirements for Admission

Admission to the ME Graduate Program is competitive. A baccalaureate degree (usually four or more years) from a recognized engineering institution is required for admission to the ME program. A Master’s Degree is a requirement for admission to the PhD program. Because of the sequential nature of courses in the ME Graduate Program, it is strongly recommended that students begin their program in the Autumn Quarter. In addition to the general university rules (physical examination, health insurance, special requirements for international students, etc.) the ME Graduate Program requires that a student follow the procedures below:

All materials should be turned into the COE Graduate Studies Office (701 ERC) unless otherwise indicated.

- Submit a completed "Application for Admission to Graduate Study" form, via the URL: www.eng.uc.edu/graduatestudies/onlineapplication/. This
also serves as an application for financial aid for the first year.

- Submit official transcripts of all previous undergraduate and graduate study.

- Submit two letters of recommendation, preferably on standard forms available from the University (failure to use the standard forms will not be considered a negative factor in the evaluation of the applicant).

- Submit the application fee. The fee may be paid on-line using a credit card. Payment by check drawn on a bank located in the United States, or an international money order, must be sent to the address below.

  Graduate School  
  (Attn: Mechanical Engineering)  
  P.O. Box 210627  
  University of Cincinnati  
  Cincinnati, OH 45221-0627

- Complete the COE portion of the on-line application, indicating area(s) of specialization within Mechanical Engineering.

SEND ALL INFORMATION AND SUPPORTING DOCUMENTS TO:

  College of Engineering  
  Graduate Studies Office  
  University of Cincinnati  
  PO Box 210077  
  Cincinnati, OH 45221-0077

In addition to the above items, an application is not complete until a student supplies scores for the Graduate Record Exam (GRE) and Test of English as a Foreign Language (TOEFL) as required. Requirements are as follows:

- In order for the General Test of the Graduate Record Exam to be waived, students must graduate with a four-year bachelor’s degree from an ABET accredited undergraduate engineering program (Mechanical Engineering or equivalent), from an institution located in the United States, with a minimum of a 3.0/4.0 GPA, or equivalent.

- All students not graduating from an ABET (Accreditation Board for Engineering and Technology) accredited undergraduate engineering program located in the United States are required to take the General Test of the Graduate Record Exam (GRE). Guidelines regarding
acceptable scores for admission can be obtained by inquiry to the Graduate Studies Director.

- All students, originating from countries where English is not one of the official national languages, are required to take the Test of English as a Foreign Language (TOEFL). Minimum acceptable score guidelines can be obtained by consulting the graduate director.

The application must demonstrate the student’s ability to satisfactorily pursue graduate work. A Master’s Degree in engineering is required prior to acceptance for PhD work. Students who have performed at an average level or below in their Master’s program will not be admitted for further graduate work. However, other accomplishments, letters of recommendation, reputation of the undergraduate university, and test scores (such as GRE) are all considered. All applications will be reviewed by the Director of Graduate Studies in consultation with the ME program faculty in the student’s indicated area of interest.

C. Types of Admission

1. Full Graduate Standing

For admission to full graduate standing in the Mechanical Engineering Program at the University of Cincinnati, a student must have a bachelor’s degree from a college or university regarded as standard by a regional or general accrediting agency (except students enrolled in the University of Cincinnati Mechanical Engineering BSME/MSME ACCEND program as noted below). In the United States, this is the Accreditation Board for Engineering and Technology (ABET). The applicant should have at least a "B" grade point average (3.0/4.0 or better) in undergraduate coursework or otherwise give evidence of academic potential (such as outstanding GRE scores). Applicants from outside the United States should report aggregate marks or grades in the marking system within which the grades were given (i.e., no conversion).

Students who are enrolled and in good academic standing in the BSME/MSME ACCELERATED ENGINEERING DEGREE PROGRAM (ACCEND) at the University of Cincinnati will be admitted to full graduate standing in the Mechanical Program during their Senior year as part of the ACCEND program requirement.

Judgments concerning admission or denial to particular degree programs and the criteria used for determining admission are initiated in the Graduate School and the Department. These criteria and judgments vary
according to programs, departments and schools, and reflect not only estimates of the ability of students to do graduate work but also the ability of the department to support (financially, academic advising, etc.) additional graduate students. Achievement of specified minimum scores on standardized tests is not sufficient to ensure admission. The ME program faculty may change these criteria in order to improve the quality of the ME Graduate Program.

2. Provisional Admission

Provisional admission may be granted to MS applicants who are deficient in undergraduate course work considered essential for graduate study. Coursework, without graduate credit, will be required of provisionally admitted students to make up such deficiencies before admission to full graduate standing can be granted. Applicants admitted under the provisional admission status are not eligible for a University Graduate Scholarship (UGS) or a University Graduate Assistantship (UGA) until completion of the provisional requirements. International students are not eligible for provisional admission. Also, PhD applicants are not eligible for provisional admission.

Graduates of non-accredited institutions or those with a BS degree in a discipline other than ME may be granted provisional admission when their academic records warrant this status. Additional coursework will be required of such students when deficiencies in their previous training are apparent.

Graduates of accredited institutions whose scholastic records are below the standards for admission to full graduate standing may be admitted provisionally when extenuating circumstances can be shown to have affected their undergraduate grade point averages or when progressive improvement in their undergraduate programs warrants provisional admission.

Graduate students may attain full graduate standing when the deficiencies responsible for their provisional status are corrected. They must also maintain a satisfactory (3.0/4.0 or better) academic record in all coursework taken as part of their graduate programs. Change from provisional to full graduate standing is affected, generally, by the Director of Graduate Studies in concert with the student's Academic Advisor.
Graduate students, admitted on a provisional basis, must meet with their Academic Advisor to determine the specific deficiencies in their academic program that must be corrected. The Academic Advisor must submit a Provisional Admission Program of Study Form summarizing the coursework required to correct the deficiencies to the COE Graduate Studies Office (701 ERC) for placement in the student's academic file. This Provisional Admission Program of Study must also be approved by the ME Graduate Studies Director.

As a minimum guideline, a graduate student admitted on provisional basis, must complete courses in the following areas, and pass each course with a grade of B or better.

First, students admitted on a provisional basis must have previously completed the following (or equivalent):

- Calculus (four quarters) (15-MATH-251, 252, 253, 264 or equivalent)
- Differential Equations (one quarter) (15-MATH-273 or equivalent)
- Mechanics I and II (one quarter Statics, one quarter Particle Dynamics) (20-EGFD-101, 102 or equivalent)
- General Physics (three quarters) (15-PHYS-201, 202, 203 or equivalent)

Secondly, students admitted on a provisional basis who do not have the equivalent to the following will be required to take the following courses as part of their program, without graduate credit, and must pass each course with a grade of B or better.

- Mechanics III (rigid body dynamics) (20-ENFD-103 or equivalent), or Kinematics of Machines (20-MECH-219 or equivalent) and Machinery Dynamics (20-MECH-320 or equivalent)
- Mechanics of Solids (20-MECH-275 or equivalent)
- Manufacturing Processes I (20-MECH-354 or equivalent)
- Thermodynamics (20-MECH-210 or equivalent)
- Fluid Mechanics (20-MECH-311 or equivalent)
- Engineering Statistical Methods (20-MECH-240 or equivalent)
- Basic Electric Circuit Analysis (20-ENFD-371 or equivalent)
- Machine Analysis and Design (20-MECH-321 or equivalent)
- Heat Transfer (20-MECH-413 or equivalent)
- Control Theory (20-MECH-481 or equivalent)

Once a student has chosen a specific specialization the student may be required to take additional prerequisites in that area. This is done on an individual basis, so no standard exists. However, some examples are:

- Thermal-Fluid Sciences
  - Thermodynamics II (20-MECH-312 or equivalent)
  - Momentum and Energy Transport (20-MECH-414 or equivalent)

- Design and Design
  - Manufacturing Processes II (20-MECH-355 or equivalent)
  - Design of Mechanical Components (20-MECH-422 or equivalent)

- Structures and Motion
  - Mechanical Vibrations I (20-MECH-480 or equivalent)
  - Measurement and Instrumentation Lab (20-MECH-370 or equivalent)

Students provisionally admitted to graduate study are not eligible for UGA or UGS awards administered through the Department and Graduate School until such time that the student achieves full graduate standing. Promotion to full standing is authorized by petition to the ME Graduate Studies Committee.

3. International Student Admissions

No international student will be granted admission on any basis other than full graduate standing. Before their admission to the University is complete, all international students must fulfill U.S. Immigration Service requirements and register with the International Services Office.

All international students are required to carry the specified health and accident insurance. An annual fee (reflecting the number of accompanying dependents) will be assessed at the first registration period of each year to meet the cost of this insurance for the subsequent twelve months.

For matters concerning visa, International students must contact:

International Student Services Office
PO Box 210640
University of Cincinnati
Cincinnati, OH 45221-0640
International students must be full-time graduate students (defined as registered for 12 graduate credits each quarter) except during Summer. Students who have completed all credit hour requirements for their degree and who are finishing a thesis or dissertation may be eligible to register with a reduced credit hour load (currently one credit hour per quarter, except Summer). Consult the International Student Services Office at 3134 Edwards One or on-line at www.isso.uc.edu for applicable forms and further details.

4. Visiting Scholars

Visiting Scholars are permitted in the Department for the purpose of specialized study not pursuant to a graduate degree. International visiting scholars must contact the International Services Office for visa information. Visa and other requirements may be different than those for other students. In any case, a visiting scholar can not work within the Mechanical Engineering Program without written permission from the Department Head and a sponsoring faculty member. Visiting scholars are not considered degree students and are not admitted to the graduate program. Because changing status from a visiting scholar to a graduate student is very difficult, a potential student should give careful consideration before becoming a visiting scholar. Student status is usually preferable.

D. Admission Decisions

Admission to the ME Graduate Program at UC is competitive. The ME Graduate Program has higher admission standards than the minimum admission requirements of the Graduate School.

It is the responsibility of the ME Director of Graduate Studies to notify all applicants of acceptance or rejection through the College of Engineering (COE) Graduate Admission office.

Admission Decisions are made on or about April 15 of each year.

E. Financial Aid Decisions

A limited number of University Graduate Scholarships (UGS) (tuition less general fee) and University Graduate Assistantships (UGA) (tuition plus a competitive monthly stipend, currently approximately $1833 per month) are allotted to the Mechanical Engineering Graduate Program each year. UGA
awardees are normally assigned as Teaching Assistants to support undergraduate and/or graduate classroom instruction. Applicants should be aware that only a small percentage of full-time graduate students will receive a UGA.

University Graduate Scholarships and Assistantships are normally awarded for up to one academic year at a time. Applications for renewal of such financial aid are required each year. Notification of the requirement to apply for financial aid will be sent by the COE Graduate Studies Office to the student’s e-mail on file during the Winter Quarter. On-line submission of the COE financial aid application is now mandatory. The applicable URL which must be used to complete the on-line COE financial aid application will be included in the notification e-mail. Applications must be received by the COE Graduate Studies Office (701 ERC) by April 15 or the currently announced date if aid is desired for the following academic year. A revised Program of Study, signed by the student’s academic advisor, must also be submitted at this time. Initial offers of financial aid will be released to students on or about June 1. Note that this date is subject to change from year to year.

The COE financial aid application and its associated timetable pertain to the University Graduate Scholarship (UGS) awards. University Graduate Assistantship (UGA) awards are granted at the departmental level, based upon a review conducted by the Department’s Graduate Studies Committee. The timetable for UGA awards may differ from that of the COE UGS awards. It is the policy of the Graduate Studies Committee that all continuing full-time graduate students in Mechanical Engineering who apply for continuation of UGS support will simultaneously be considered for a UGA award.

Recipients of University Graduate Scholarships and Assistantships must register as full-time students and carry a minimum of 12 graduate credit hours each quarter.

Financial aid can also be received by a student working as a Research Assistant under a research grant or contract held by a faculty member. The Graduate Studies Committee is not involved with these research efforts directed by individual faculty members, and students should contact appropriate faculty members in their areas of interest in this regard.

Financial aid awards regarding University Graduate Scholarships (UGS) and University Graduate Assistantships (UGA), are decided by the Graduate Studies Committee and Department Head. Research Assistantships are awarded by individual faculty in the department based upon active contracts or grants.
Partial guidelines for the awarding of UGS and UGA are as follows:

- Only those students applying for a UGS/UGA within the posted deadlines will be considered for a UGS/UGA.

- Students graduating from an ABET accredited ME undergraduate program (BSME) and students graduating from graduate ME programs at ABET accredited institutions, along with all students who are in the ME program in the Department, will be considered for a UGS/UGA on a priority basis. Within this group, residents of the State of Ohio, will be considered first.

- All other students will be considered for a UGS/UGA on a secondary basis.

Financial Aid Limitations

- Students in the Master of Science program in ME will be considered for a maximum of four (4) quarters of UGS from the ME Graduate Program allotment. If a student wishes to pursue a PhD degree and attempts the ME PhD Fundamentals Exam, this may be extended (see Section V. Doctoral Degree Programs, Subsection F. Doctoral Examination).

- Students in the Doctor of Philosophy program in ME will be considered for a maximum of six (6) additional quarters of UGS from the ME Graduate Program allotment. Additional quarters of UGS award will be considered on a need basis if necessary to complete credit hour requirements for the degree.

- Students exceeding 260 quarter hours of graduate work (including both MS and PhD program) will not be considered for further financial aid per University policy.

- Students who receive financial aid for one or more quarters are not guaranteed financial aid in future quarters.

- Financial aid is limited. Students entering the thesis or dissertation stage of their graduate program are encouraged to pursue financial support from grants and contracts managed by their Thesis or Dissertation Director.

Financial Aid Requirements

- Students receiving UGA support from the Program must be registered for
12 graduate credit hours each quarter.

F. Other Procedures and Requirements Prior to Admission

1. Supplementary Information Form

   The Supplementary Information Form must be completed prior to registration by the following individuals:

   - New students entering the University
   - Students not enrolled in the previous academic year
   - Students who have earned their BS Degree at UC and are admitted to the MS Program
   - Students who have earned their Master's Degree at UC and are admitted to the PhD program

2. Physical Examination

   A physical examination is required of each applicant. A Tuberculin Tine Test or chest x-ray is required within three months of registration.

3. Evidence of Health Insurance

   The University requires health insurance of all full-time graduate students and offers a health insurance option at the time of registration. If a student elects to find alternative health insurance, or is covered by another policy, this should be indicated on the appropriate registration form. Evidence of alternative health insurance must be provided by the student.

4. Financial Statement

   International students are required to submit a financial statement to show evidence of financial support in order to obtain a student visa. (Equivalent of one year of support is required for MS applicants, two years for PhD applicants.) For more information, see ISSO web site: www.isso.uc.edu.
II. REGISTRATION

Students pursuing a full-time program of graduate study should register for a minimum of 12 graduate credit hours each quarter (12 minimum, 18 maximum). General registration information is given in the Graduate School handbook, and details and forms can be obtained at the University Registration Office (220 University Pavilion or online at www.onestop.uc.edu).

The URL www.onestop.uc.edu should be consulted regarding announcements of specific registration dates and procedures. Prior to first registration at www.onestop.uc.edu, a newly matriculated student should check in and consult with the COE Graduate Studies Office in 701 ERC in order to receive further instructions. Subsequently, the student should meet with his/her academic advisor to discuss course selection and to develop the Program of Study. The course schedule for the initial quarter, as well as all subsequent quarters, must be approved by the student’s Academic Advisor prior to registration. The student should also provide the Graduate Studies Coordinator (701 ERC) with a local address the first quarter and any changes thereafter, so that the department can contact the student if needed. The student must also report his/her e-mail address to the COE graduate studies e-mail distribution list server at listserv.uc.edu (select the ENGN-ME-MS or ENGN-ME-PHD group), as well as to the University Registrar at www.onestop.uc.edu. It is essential that the student maintain current contact information and check his/her e-mail on a regular basis, as all essential correspondence related to graduate studies is now handled electronically.

Pre-Registration Procedures and Requirements

The Supplementary Information Form must be completed by all graduate students prior to their first graduate registration. Students who have previously completed this form for a previous degree (undergraduate or Master’s) must complete a new Supplementary Information Form. All students should place the departmental code number on the "Program Major" line of this form (ME-008 along with the name of their major). If a student has previously been registered in another department at UC he/she should write "DEPARTMENT CHANGE" across the top of this form. Problems with registration, financial aid, and grade reports are often traced to program major errors in the university computer data base.

Full-time graduate student status requires at least 12 graduate credits, exclusive of audit. Students receiving University Graduate Scholarships (UGS) and University Graduate Assistantships (UGA) require at least 12 graduate credits. International students must be in a full-time status, although they may register for fewer than 12 credit hours once they have completed all credit hour
requirements for the degree and are completing a thesis or dissertation. The Reduced Credit Hour Load form must be submitted. Contact the International Services staff at www.isso.uc.edu for further details and associated forms.

Normally 600 level courses (eg. 20-MECH-6xx) are considered dual-level in the College of Engineering. Graduate credit is granted for dual level and graduate (700 level and above) coursework. Graduate credit is not given for 500 or below level engineering courses. However, some 500 level courses taken in other departments at the University (e.g., Math) may qualify for graduate credit subject to the approvals by the Academic Advisor and Graduate Studies Director. The ME graduate student must specify graduate credit when registering or graduate credit will not be given. Dual level (undergraduate/graduate) courses may require additional work for graduate credit.

A. Registration Change Procedure (Add/Drop)

Web registration via www.onestop.uc.edu is open for electronic Add/Drop through the first week of every quarter (check posted schedules for exact dates). Courses may be dropped on-line through the last day to withdraw, as designated by the Registrar. Courses may be dropped without entry to the academic record until the date designated as such, normally within the first three weeks of the quarter; after this date, the course will be graded W or F, at the discretion of the instructor. (See also Section D, Withdrawals, below.) Refer to www.uc.edu/registrar for specific dates in the current quarter. No class can be dropped after the eighth Friday of the quarter. A student may be withdrawn by the instructor at any time in the quarter when excessive absences have been incurred. A student must finish at least 12 graduate credits in a quarter to be considered full time. A student receiving a UGS or UGA must finish at least 12 graduate credits in a quarter.

B. Audit Regulations

Admissions and conditions for participation in audit courses are at the discretion of the instructor, who is not obligated to accept a student for audit. Audit hours do not count toward the 260-graduate credit limit for university-funded financial aid, and they do not count toward full-time status. However, audit credits do count for tuition purposes. Hence, a student on a UGS or UGA appointment must be registered for at least 12 credits of graduate courses exclusive of audit, but will be assessed for any total credits which run over 18. A course instructor has the right to assign an "F" (failure) or "W" (withdrawal) grade to an audit student if the student fails to meet the requirements set forth by the instructor for auditing the course.
C. Pass/Fail Registration

Only Topics, Thesis, or Dissertation courses may be taken and/or graded on a pass/fail basis.

D. Withdrawals

A student may drop a course by Saturday of the third week of classes with no academic penalty. From the fourth through the eighth week, a student may drop with a grade of either "W" or "F" to be assigned at the discretion of the instructor. After Saturday of the eighth week, no withdrawal will be approved, except for reasons beyond the control of the student, such as sickness or accident. The Graduate School along with the student’s ad hoc committee judges the advisability of such exceptions. All withdrawals must be made through the COE Graduate Studies Office (701 ERC) either in person or by letter. A student may be withdrawn by the instructor at any time in the quarter when excessive absences have been incurred. A student withdrawn because of excessive absences is not eligible for academic credit, refund, of fees, or reinstatement as an auditor in that course.

Official dropping from individual courses or completely withdrawing from the University must be initiated by the student in writing through the Graduate Studies Office. The withdrawal date to be used in determining refund eligibility shall be the date the official request is submitted for approval to the Graduate Studies Office. Please consult Learning Opportunities for current Add/Drop and Refund Procedures. Questions concerning interpretation of the regulations governing refund of student fees should be referred to the Registrar.

E. Registration Requirements for Maintaining Active Student Status

Maintaining active student status for US citizens and permanent residents requires registering for at least 1-credit hour during Autumn Quarter of each year. If your active status has lapsed (12 consecutive months of non-registration), you will be required to submit a petition for reinstatement and will have to pay a substantial penalty. After 36 months, you will have to re-apply and pay an even higher penalty.

All international students must remain full-time to maintain their visa status. Full-time status requires 12 credit hours (except summer). However, after completion of all credit hour requirements for the degree, international
students can currently register for one credit hour each quarter (except summer) and be considered full-time, provided they submit a Course Reduction form. Certain exceptions may also apply. Consult regularly with ISSO (3134 1 Edwards Center or on-line at www.isso.uc.edu) for applicable forms as well as policy changes.
III. GRADUATE CREDITS AND GRADING PRACTICES

A. Full/Part-Time Course Load

Students enrolled in a full-time program of graduate study must be registered for 12 or more graduate credits each quarter. Students with outside work, or those who for other reasons devote less than full time to graduate study, may be allowed to register on a part-time basis. Part-time graduate students are not eligible for UGS or UGA awards. International students, under the terms of their visas, must be enrolled as full-time students.

B. University Graduate Assistantship (UGA) and University Graduate Scholarship (UGS) Recipients

Students receiving financial aid from the ME Graduate Program, either a UGS or UGA, must be registered for 12 graduate hours each quarter.

C. Graduate Credit in 500, 600 and 700-Level Courses

A graduate student who is registered in 500, 600 or 700-level courses carrying both undergraduate and graduate credit may be required to complete a certain amount of academic work in addition to that required of undergraduates in the same course. The extra work may consist of reading and reviewing additional books, presenting reports, or doing such supplementary work as the instructor in charge of the course deems advisable. Students may not receive graduate credit for a 500 level or below engineering course (20-xxxx-5xx).

D. Grading Practices

At the end of each quarter the Office of Student Records mails to each student an official report of academic achievement. Reports are rendered in the form of grades which should be interpreted as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Quality Points</th>
</tr>
</thead>
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<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td></td>
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</tr>
<tr>
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<td>2.00</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0.00</td>
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</table>
### Grade System

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<thead>
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<th>Grade</th>
<th>Description</th>
<th>Quality Points</th>
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</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>U</td>
<td>Unsatisfactory</td>
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</tr>
<tr>
<td>T</td>
<td>Audit</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Notes on Grades

* If the “I” remains on student’s record at the end of one (1) year after the quarter has ended, the “I” will change to the “I/F” (Failure).

** The “SP” is used only for those courses approved by College committees to have an extended grading period beyond the normal quarter ending, due to the nature of the material covered in the courses.

*** Rather than leaving a grade blank, an administrative “NG” mark will be recorded on grade reports and transcripts.

### E. Notes on I, F, SP, and NG Grades

Students are not allowed to graduate with I or F grades on their transcript unless the grade is remedied. An I grade automatically changes to an F, if not changed within a year and cannot subsequently be changed. Any course in which an F is received must be repeated. Grade replacement is not offered at the graduate level, and a minimum GPA of 3.0 is required for graduation.

All research courses (MECH-800 Thesis, 20-MECH-870 MS Research, and 20-MECH-971 PhD Dissertation) are normally graded SP until the research work is completed. In order to graduate, the following SP grades must be changed: The grade in the last quarter the research course was taken. Excess hours will remain on the transcript with the grade SP. Any course graded NG must also have a satisfactory grade prior to graduation.