



UNIVERSITY OF SOUTH ALABAMA  
COLLEGE OF ENGINEERING

# Student Guide

**2022-2023**

[www.southalabama.edu/Engineering](http://www.southalabama.edu/Engineering)



# Table of Contents

Academic Advisor.....	2
Academic Conduct .....	3
Academic Probation and Dismissal.....	3
Academic Problems, Drop/Add, Withdrawing .....	3
Accelerated Bachelor’s to Master’s (ABM) Program .....	4
Advising.....	4
Calculator Policy.....	5
Changing Your Major .....	5
Cooperative Education .....	5
Course Load .....	5
Curriculum .....	6
Bachelor of Science in Chemical Engineering .....	7
Bachelor of Science in Civil Engineering.....	8
Bachelor of Science in Computer Engineering.....	9
Bachelor of Science in Electrical Engineering.....	10
Bachelor of Science in Mechanical Engineering.....	11
Curriculum Requirements .....	12
Degree Programs/Course Prerequisites.....	14
Email.....	15
General Education Requirements (18 hours).....	15
Grade Replacement Policy .....	16
Honor Societies .....	16
Internships.....	16
Jag Buddy Program .....	16
Laptop Policies .....	16
Learning Communities.....	16
Professional Component Standing (PCS) .....	17
Registration.....	17
Resources .....	17
Scholarships and Financial Aid.....	18
Sitting Out a Semester or Two.....	18
Special Accommodations .....	18
Student Organizations.....	18
Study Abroad .....	19
Supplemental Instruction .....	19
Transferring to the University of South Alabama.....	20
Transient Credit (Taking a Course at Another Institution).....	20
Success Tips .....	21
DIRECTORY .....	22

## **WELCOME TO THE COLLEGE OF ENGINEERING!**

We are delighted you have elected to pursue an engineering degree at the University of South Alabama. This booklet was created to make life easier by serving as a quick reference guide as well as a source of important time and money-saving information as you begin your studies at the University of South Alabama. This guide focuses on common questions and issues that undergraduates can experience during their first year in the College of Engineering.

You are commended for studying engineering. The road to becoming an engineer is certainly not the quickest or easiest, but it does lead to a very satisfying and rewarding career. Hard work and perseverance pay off when combined with your ability and the support and guidance of others interested in your academic and professional success.

The faculty and staff have an “open door” policy for any questions or concerns you may have; take advantage of this. Feel free to visit the academic departments, get to know the staff and consult with faculty whenever necessary. If you have a question relating to a class, please refer to your class syllabus for listed “office hours.” Keep in mind that we are here to assist you in obtaining your Bachelor of Science Degree in Engineering.

### **Academic Advisor**

For their first year, students are assigned to an Academic Advisor in the Academic Advising and Transfer Services Office (AATS). Upon enrolling in Calculus II, students will be assigned to the College of Engineering’s Director of Student Services & Advising who will act as their advisor and point of reference until they’ve successfully passed Calculus II.

Students who have passed Calculus II will be assigned to a faculty member in their department who will act as their advisor and mentor until graduation. Those who haven’t selected a field of engineering are designated “Engineering General Studies” students and are advised by the Associate Dean or the Director of Student Services & Advising.

To determine who your assigned advisor is log into PAWS, go to Student Services & Financial Aid, select Student Records, select General Student Information, and select the current semester. Your primary advisor will be displayed. You can find your advisor’s contact information in the USA Directory.

### **Academic Bankruptcy**

Students readmitted after an absence of at least one calendar year may choose to declare Academic Bankruptcy, in effect wiping out all prior

academic work at the University of South Alabama and leaving a GPA of zero. However, all course work will remain on the student's academic record. This determination must be made during the term of reentry, no later than the last day of class for that term, but preferably at the time of readmission. This requires Dean's office approval. This election may be made only once during a student's USA career and is irrevocable. For financial aid recipients, filing academic bankruptcy will not clear a problem with unsatisfactory progress or reinstate federal financial aid eligibility (including for loans).

### **Academic Conduct**

As a community of students and scholars, the University strives to maintain the highest standards of academic integrity. All members of the community are expected to display honesty and competence in academic work. This responsibility can be met only through an earnest and continuing effort on the part of all students and faculty. If you are uncertain whether an activity (e.g. group work on assignments out of class) could be considered academic misconduct, please check with your instructor.

*Any dishonesty related to academic work or records constitutes academic misconduct including, but not limited to, activities such as giving or receiving unauthorized aid in tests and examinations, improperly obtaining a copy of an examination, plagiarism, misrepresentation of information, and altering transcripts or university records. Penalties range from loss of credit for a particular assignment to dismissal from the University.*

### **Academic Probation and Dismissal**

Following the University Academic Probation Policy, students with a cumulative GPA below 2.0 are placed on academic probation. Students on academic probation have a probation hold placed on their account and are required to meet with the Associate Dean or Director of Student Services & Advising. The full policy and Suspension/Dismissal Table can be found at:

<https://www.southalabama.edu/bulletin/current/academic-policy/academic-status.html>

### **Academic Problems, Drop/Add, Withdrawing**

If you are having difficulties in a course, such as falling behind because of illness or inability to comprehend the material, consult the instructor first. He/she may be able to suggest something to get you beyond this hurdle. Also, notify your advisor immediately, particularly if you are in the first week of the semester. You may be able to take another course as a replacement. However, financial aid recipients must have their schedule finalized by the end of the drop/add period, which is usually

the first three days of the semester. Supplemental instruction sessions may be available to you. Free tutoring is offered through Academic Success and PALS.

On or before the final drop/withdrawal deadline, you can drop a course or withdraw from the University using PAWS. (A “WD” appears on your transcript for each course.) However, you should see your advisor before dropping any class. If you are on Financial Aid, see a Financial Aid Advisor as there may be serious implications for withdrawing from classes. If you wish to drop a class or completely withdraw from the University after the drop/withdrawal deadline, you must see your advisor; a late drop or withdrawal also requires the approval of the Dean of the College of Engineering. A bad grade does not justify a late drop or withdrawal! Above all, don't abandon your classes by not attending, as you will then receive “F\*” grades for all of your courses! Be sure to consult the Academic Calendar for Drop/Add and Withdraw deadlines.

### **Accelerated Bachelor's to Master's (ABM) Program**

The Accelerated Bachelor's to Master's (ABM) Program allows students in Junior or Senior year who have earned a strong GPA at USA to count up to six credit hours towards both their BS degree and a future MS degree at USA, so the course load for the MS degree is correspondingly reduced. The detailed requirements vary by discipline and are explained on the department website for each undergraduate degree. Students wishing to enroll in this program should examine the requirements and discuss this with their advisor as early as possible.

### **Advising**

***All students must be advised every semester, prior to registration.***

Advising is a critical activity between you and your faculty advisor. It can include, but is not limited to, information about your curriculum, courses to be taken during a particular semester, personal discussions, and career advising. **Advising is a responsibility of both you and your advisor.** The University of South Alabama will endeavor to provide timely and accurate advising. However, students are ultimately responsible for selecting and registering for courses, meeting course pre-requisites and graduation requirements, and adhering to University policies and procedures as stated in the Bulletin.

Typically, advising occurs during two weeks in October for the spring term and during two weeks in March for the upcoming summer and fall terms. To help students stay on track in their degree program, students cannot register for classes until they have been advised. Advising holds

are removed once a student meets with his/her advisor, enabling the student to register.

### **Calculator Policy**

Engineering students are allowed to use only calculators approved for the NCEES Fundamentals of Engineering Exam. The following calculator models are the only ones acceptable for use during the 2022 exams: **Casio:** All fx-115 and fx-991 models (any Casio calculator must have “fx-115” or “fx-991” in its model name.)

**Hewlett Packard:** The HP 33s and HP 35s models, but no others

**Texas Instruments:** All TI-30X and TI-36X models (any Texas Instruments calculator must have “TI-30X” or “TI-36X” in its model name.) See <https://ncees.org/exams/calculator/> for details.

### **Changing Your Major**

If you have not made a decision as to which degree program to pursue, you can concentrate on completing the required courses common to all degree programs. However, by the end of your Freshman year, you should be focusing on a particular degree plan in order to minimize the time it takes to earn your Bachelor’s degree. A change in your major can be initiated by completing a “Change of Major” form available from the Student Services Director or any of the academic departments or at:

[https://www.southalabama.edu/departments/eforms/registrar/major\\_minor.pdf](https://www.southalabama.edu/departments/eforms/registrar/major_minor.pdf)

### **Cooperative Education**

The Cooperative Education Program allows students to gain valuable experience in engineering while pursuing an engineering degree. Once a student completes 24 credit hours (including the courses MA 125, MA 126 & PH 201), he or she may be able to alternate between working full-time (with an excellent salary) and attending class. Many companies, especially the larger ones recruit graduating engineering students who have internship and/or co-op experience. Visit the USA Career Services Center or the college Director of Student Services & Advising for more information.

### **Course Load**

USA operates on a semester system, and courses are typically three or four credit hours each. This roughly translates into the number of hours of class time per week. Twelve credit hours (four three-credit hour courses) are considered a full load and a student with such a schedule is classified as full time. However, a student must average approximately sixteen credit hours per semester in order to graduate in four years.

A good rule of thumb is to plan to spend two hours outside of class

preparing for every one hour in class. This means a student carrying 12 credit hours should allow at least 24 hours each week for outside class preparation in order to make satisfactory academic progress.

***A word of caution...financial aid and scholarship recipients may be required to carry a minimum number of credit hours to remain eligible for their award. Other restrictions may apply. Check with the Financial Aid Office and your departmental advisor.***

If you are employed, it may be necessary for you to carry less than 12 hours. Your academic success should be of prime importance, so a balance must be reached between the hours you work and your course load, keeping in mind the need for sufficient out-of-class study time. If you are a first-time freshman or an adult student returning after several years away from school, and you must work full-time, consider taking just one course in your first semester in order to establish the discipline and good study habits necessary to be a successful student. Once you have a good, workable routine, you may want to increase your course load in subsequent semesters. Any full-time student who plans to work more than ten hours per week should discuss the situation with his or her academic advisor.

## **Curriculum**

“Model” curricula and timetables for each degree program are shown on pages 7-11. Changes do occur, so refer to the *Bulletin* for the current curriculum for your major.



## CURRICULA

### Bachelor of Science in Chemical Engineering

<b>Year 1</b>	<b>Fall</b>		<b>Spring</b>		
EH 101	English Comp I	3	EH 102	English Comp II	3
MA 125+	Calculus I	4	MA 126	Calculus II	4
CH 131*+	General Chem I	4	CH132*	General Chem II	4
EG 101	Intro to Engr & Design	2	PH 201*	Cal based Physics I	4
BLY 121	General Biology	3			
<b>Year 2</b>	<b>Fall</b>		<b>Spring</b>		
MA 227	Calculus III	4	MA 238	App Diff Equations I	3
CH 201*	Organic Chemistry I	4	CH202*	Organic Chemistry II	4
PH 202*	Cal based Physics II	4	EG 231	Engr Econ & Ethics	3
CHE 203	Material & Energy Bal	4	Technical Elective		3
			General Ed Requirement		3
<b>Year 3</b>	<b>Fall</b>		<b>Spring</b>		
CHE 311	Separations I	3	CHE 363	Simulation of Chem Proc	3
CHE 321	Transport Phenom. I	3	CHE 322	Transport Phenom. II	3
CHE 331	Thermo I	3	CHE 352	Measurement Lab	1
CHE 351	Modeling Lab	1	CHE 372	Reactor Design	3
General Ed Requirement		3	CHE 332	Thermo II	3
Chemistry Elective (CH265*/CH440/BMD321)		3	General Ed Requirement		3
<b>Year 4</b>	<b>Fall</b>		<b>Spring</b>		
CHE 421	Separations II	3	CHE 442	Unit Ops Lab II	2
CHE 441	Unit Ops Lab I	2	CHE 462	Design II	3
CHE 461	Design I	3	CHE Elective II		3
CHE 452	Process Dyn/Control	3	General Ed Requirement		3
CHE Elective I		3	General Ed Requirement		3
General Ed Requirement		3	<b>Total of 126 hours</b>		

*\*Includes a one credit hour Laboratory.*

*+Placement in first semester math and science courses is based on ACT math subscores.*

## CURRICULA

### Bachelor of Science in Civil Engineering

<b>Year 1</b>	<b>Fall</b>		<b>Spring</b>		
EH 101	English Comp I	3	EH 102	English Comp. II	3
MA 125+	Calculus I	4	MA 126	Calculus II	4
CH 131*+	General Chem I	4	CH 132*	General Chem II	4
EG 101	Intro to Engr & Design	2	PH 201*	Cal based Physics I	4
	General Ed Requirement	3	CE 102	Intro to Civil Eng.	2
<b>Year 2</b>	<b>Fall</b>		<b>Spring</b>		
MA 227	Calculus III	4	MA 238	App Diff Equations	3
	Science Elective*	4	EG 284	Dynamics	3
CE 204	Surveying	2	EG 315	Mech. of Materials	3
CE 205	Surveying Lab	1	ST 315	App Prob & Statistics	3
EG 283	Statics	3		General Ed Requirement	3
	General Ed Requirement	3		General Ed Requirement	3
<b>Year 3</b>	<b>Fall</b>		<b>Spring</b>		
CE 352	Transportation	3	CE 370	Intro to Enviro. Eng.	3
CE 384	Structural Analysis	3	CE 374	Environ. Eng. Lab	1
CE 385	Structural Anal. Lab	1	CE 360	Water Res Engr I	3
EG 231	Engr Econ and Ethics	3	CE 367	Hydraulics Lab	1
EG 360	Fluid Mechanics	3	CE 340	Soil Mechanics	3
CE 314	Civil Engr Materials	3	CE 341	Geotechnical Lab	1
CE 315	Civil Engr Mat Lab	1	CE 353	Geometric Design	3
				General Ed Requirement	3
	<i>Taking the FE Exam is required prior to graduation</i>				
<b>Year 4</b>	<b>Fall</b>		<b>Spring</b>		
CE 431	Civil Engr Design I	2	CE 432	Civil Engr Design II	3
CE 440	Geotechnical Engr	3		Technical Elective	3
CE 48x	Structural Design	3		Technical Elective	3
CE 48x	Structural Design Lab	1		General Ed Requirement	3
CE 470	Wtr/Wastwtr Design	3			
CE 471	Wtr/Wastewtr Lab	1			
CE 460	Water Res Engr II	3	<b>Total of 131 hours</b>		

\*Includes a one credit hour Laboratory.

+Placement in first semester math and science courses is based on ACT math subscores.

## CURRICULA

### Bachelor of Science in Computer Engineering

<b>Year 1</b>	<b>Fall</b>		<b>Spring</b>		
EH 101	English Comp I	3	EH 102	English Comp II	3
MA 125+	Calculus I	4	MA 126	Calculus II	4
CH 131*+	General Chem I	4	PH 201*	Cal based Physics I	4
EG 101	Intro to Engr & Design	2	CPE 260	Intro to C++ Prog	3
	General Ed Requirement	3	CA 110	Public Speaking	3
<b>Year 2</b>	<b>Fall</b>		<b>Spring</b>		
MA 227	Calculus III	4	CSC 231	Intro Data Struct Algs	4
PH 202*	Cal based Physics II	4	MA 238	App Diff Equations	3
MA 267	Discrete Math	3	EE 223	Network Analysis	3
EE 220	Circuit Analysis	3	EE 264	Microp & Interface	3
EE 263	Digital Logic Design	3	EE 268	Digital Logic Lab	1
			General Ed Requirement		3
<b>Year 3</b>	<b>Fall</b>		<b>Spring</b>		
EE 227	Circuits/Devices Lab	1	CSC 322	Operating Systems	3
EE 321	Signals and Systems	3	EE 328	Feedback Control	3
EE 331	Physical Electronics	3	EE 334	Digital Electronics	3
CSC 311	Networking & Comm.	3	EE 322	Prob Rand Signals	3
EE 368	Microp Interface Lab	1	EE 446	Embedded Sys. Design Lab	1
EG 231	Intro to Ethics & Econ	3	EE 457	Embedded Systems	3
	General Ed Requirement	3			
<b>Year 4</b>	<b>Fall</b>		<b>Spring</b>		
EE 401	ECE Design I (W)	1	EE 404	ECE Design II (W)	3
EE 454	Digital Comp Arch	3		Senior Lab	1
EE 431	Analog Electronics	3		Technical Elective	3
	Technical Elective	3		Technical Elective	3
	Technical Elective	3		General Ed Requirement	3
	General Ed Requirement	3		<b>Total of 129 hours</b>	

*\*Includes a one credit hour Laboratory.*

*+Placement in first semester math and science courses is based on ACT math subscores.*

## CURRICULA

### Bachelor of Science in Electrical Engineering

<b>Year 1</b>	<b>Fall</b>		<b>Spring</b>		
EH 101	English Comp I	3	EH 102	English Comp II	3
MA 125+	Calculus I	4	MA 126	Calculus II	4
CH 131*+	General Chem I	4	PH 201*	Cal Based Physics I	4
EG 101	Intro to Engr & Design	2	CPE 260	Intro to C++ Prog	3
General Ed Requirement		3	CA 110	Public Speaking	3
<b>Year 2</b>	<b>Fall</b>		<b>Spring</b>		
MA 227	Calculus III	4	EE 223	Network Analysis	3
PH 202*	Cal based Physics II	4	EE 264	Microp & Interface	3
EE 220	Circuit Analysis	3	EE 268	Digital Logic Lab	1
EE 263	Digital Logic Design	3	MA 237	Linear Algebra I	3
General Ed Requirement		3	MA 238	App Diff Equations	3
			EG 270	Thermodynamics	3
<b>Year 3</b>	<b>Fall</b>		<b>Spring</b>		
EE 227	Circuits/Devices Lab	1	EE 322	Prob Rand Signals	3
EE 321	Signals and Systems	3	EE 328	Feedback Control	3
EE 331	Physical Electronics	3	EE 334	Digital Electronics	3
EE 354	Electromagnetics I	3	EE 355	Electromagnetics II	3
EE 368	Microp Interface Lab	1	EE 372	Intro Communications	3
EE 381	Elec Energy Conversion	3	EE 385	Energy Conv Lab	1
General Ed Requirement		3			
<b>Year 4</b>	<b>Fall</b>		<b>Spring</b>		
EG 231	Engr Econ & Ethics	3	EE 404	ECE Design II (W)	3
EE 401	ECE Design I (W)	1	EE 437	Electronics Lab	1
EE 465	Digital Signal Proc	3	Technical Elective		3
EE 431	Analog Electronics	3	Technical Elective		3
Senior Lab Elective		1	General Ed Requirement		3
General Ed Requirement		3			
Technical Elective		3			

**Total of 129 hours**

*\*Includes a one credit hour Laboratory.*

*+Placement in first semester math & science courses is based on ACT math subscores.*

## CURRICULA

### Bachelor of Science in Mechanical Engineering

<b>Year 1</b>	<b>Fall</b>		<b>Spring</b>		
EH 101	English Comp I	3	EH 102	English Comp II	3
MA 125	Calculus I	4	MA 126	Calculus II	4
CH 131*	General Chem I	4	PH 201*	Cal based Physics I	4
EG 101	Intro to Engr & Design	2	ME 135	Engr Graphics	3
	General Ed Requirement	3	CA 110	Public Speaking	3
<b>Year 2</b>	<b>Fall</b>		<b>Spring</b>		
MA 227	Calculus III	4	MA 238	App Diff Equations	3
MA 237	Linear Algebra	3	EG 315	Mech of Materials	3
PH 202*	Cal based Physics II	4	EG 284	Dynamics	3
EG 283	Statics	3	EG 220	Electrical Circuits	3
	General Ed Requirement	3	EG231	Engr Econ & Ethics	3
<b>Year 3</b>	<b>Fall</b>		<b>Spring</b>		
EG 270	Thermodynamics	3	ME 312	Mech Engr Thermo	3
EG 360	Fluid Mechanics	3	ME 314	Machine Comp Design	3
ME 326	Materials Science	3	ME 316	Instrum & Exper	3
ME 328*	Mech Eng Analysis	4	ME 317	Heat Transfer	3
	Science Elective	3	ME 336	Materials Science Lab	1
			General Ed Requirement		3
<i>Taking the FE Exam is required prior to graduation</i>					
<b>Year 4</b>	<b>Fall</b>		<b>Spring</b>		
ME 410	Principles of Design	3	ME 414	Capstone Design	1
ME 412	Thermal Science Lab	1	ME 416	Capstone Design Project	2
ME 426	Controls	3	ME 472	Vibrations	3
ME 429	Controls Lab	1	ME Elective		3
	Add'l Elective (Technical or ME)	3	Add'l Elective (Technical or ME)		3
	General Ed Requirement	3	General Ed Requirement		3
<b>Total of 126 hours</b>					

*\*Includes a one credit hour Laboratory.*

*+Placement in first semester math and science courses is based on ACT math subscores.*

*Concentrations are available in Aerospace and Biomedical Engineering. See Department Advisor for specific requirements.*

## **Curriculum Requirements**

A well-balanced curriculum includes humanities and social sciences, and technical knowledge appropriate for each degree program in the College of Engineering. Our undergraduate programs of study are accredited by the Engineering Accreditation Commission of ABET. The accreditation of undergraduate programs is important because graduating from an accredited program is one step towards becoming a registered professional engineer.

### *General Education*

In addition to the engineering courses specific to each degree program, engineering students must meet general education requirements by completing 18 semester hours in Literature, Humanities, Fine Arts, History, and the Behavioral/Social Sciences. This will give a broad education and help prepare for a professional role in society. A list of approved courses for general education requirements is provided on page 15.

Certain courses should be taken as soon as possible as they may be prerequisites for more advanced classes. These include EH 101 and EH 102 (English Composition I and II), CH 131 (General Chemistry I) and MA 125 (Calculus I).

### *Introduction to Engineering and Design (EG 101)*

All first-term freshmen students with less than 15 credit hours earned, who are taking MA 113 or higher, are required to take EG 101. You should discuss alternatives with your advisor if you are not eligible to register for EG 101. The goal of EG 101 is to improve student learning, academic success, and provide first-term college students the skills necessary to successfully transition to the demands of the college experience. Freshmen Seminars taken in another college can replace EG 101.

### *Chemistry*

All engineering degree candidates must take at least one semester of General Chemistry (CH 131). Placement in Chemistry is based on your ACT Math score (24 or higher is needed for CH 131).

### *English*

Completion of English Composition I and II (EH 101 and EH 102) or their equivalents with a grade of “C” or better is required for all degrees offered by the University. If you took equivalent courses at another institution and earned less than a “C”, you will have to repeat the course. EH 101 is a prerequisite for EH 102.

If you are a first semester freshman and have a score of 27 or higher on the English section of the ACT (SAT verbal of 610 or higher), you will be exempt from EH 101, and you will be advised to take EH 102 instead.

## Mathematics

Students will be permitted to enroll in mathematics classes based on either a prerequisite course, their Math-ACT score, their Math-SAT score, or the Mathematics Placement test as follows:

For placement in:	ACT   SAT   Math Placement Test	College Level Math Credit
MA 125	≥27   ≥640   90-100	MA 113* or MA 115*+
MA 113	≥24   ≥580   80-89	MA 112* or equivalent
MA 112	≥22   ≥540   70-79	
MA 112 & MTH 100	≥18   ≥500   60-69	
MA 110	<18   <500   <60	

\*Students must earn a “C” or better to fulfill prerequisite requirements.

+MA 115: Pre-calculus Algebra and Trigonometry is an accelerated review course covering the material in both MA 112 and MA 113.

The “model curricula” show MA 125 (Calculus I) as a first semester, freshman course. However, you may have to start with more basic mathematics courses. The reality is that some students will not complete a degree in engineering in four years. It may take four and a half or even five years because of varying academic backgrounds.

The Math Placement test determines the most appropriate math course for which students are qualified. The computer-based test will be given at scheduled times in the Mathematical Sciences and Physics Building (MSPB 245). The test will be proctored and no calculators or outside resources will be allowed. The Math Placement test is given during orientation and other scheduled dates, located at:

[www.southalabama.edu/colleges/artsandsci/mathstat/placementschedule.html](http://www.southalabama.edu/colleges/artsandsci/mathstat/placementschedule.html)

Who does **not** have to take the Math Placement Test?

- 1) Students who have an ACT or SAT score.
- 2) Students who receive transfer credit for Math courses at or above the level of MA 112.

Who **must** take the Math Placement Test?

- 1) Students who have neither an ACT or SAT score.
- 2) Students who need courses which have math pre-requisite of MA 112 or above but no transfer credit for those courses.

*Who might wish to take the Math Placement Test?*

- 1) Students who have course credit may take the exam to check mastery of the material.
- 2) Students who disagree with their course placement as determined by ACT or SAT score. A student who disagrees with his/her placement based on ACT or SAT score must take the math placement exam before enrolling in any mathematics course.

These guidelines are designed to place students into the appropriate math course. If you find that you are in a math course that is too easy or difficult, speak to your instructor immediately! You may be able to enroll in a more suitable course — before the drop/add deadline.

*AP Placement, IB & College Level Exam Program Credit*

The *Bulletin* describes the University's policy regarding credit through the AP, IB and CLEP examinations and other means of accelerating course work. For example, credit for EH 101 and 102 can be obtained through AP, IB and CLEP examinations. However, no more than 32 semester hours are allowed for credit received through AP, IB, CLEP, correspondence courses, military service or other non-collegiate credit combinations.

### **Degree Programs/Course Prerequisites**

The University of South Alabama's College of Engineering offers a Bachelor of Science degree in five major disciplines: **Chemical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, and Mechanical Engineering.**

In some programs, students can pursue an aerospace (ME), biomedical (ME, ChE) or pre-medical (ME, ChE, EE) track. For more information, contact the major department.

You may find it necessary to take some courses in different semesters from those listed. If you are a transfer student, you may already have taken the equivalent of some courses and may be ready to enroll in more advanced ones. Engineering classes build on knowledge from earlier classes in mathematics, sciences, and basic engineering topics (prerequisites or co-requisites). Attempting a class without the needed background makes it difficult to be successful in mastering the new material. Be sure to check the *Bulletin* for prerequisites. You will not be allowed to register for a course unless you meet the prerequisite criteria.

Familiarize yourself with the requirements listed in the *Bulletin* for the degree you plan to complete. Note that you may work on a minor as you fulfill the requirements for your major. You can also concurrently pursue a second major. As with your major, you must "declare" your second major or minor as described in the *Bulletin*.



Every student awarded a baccalaureate degree by the College of Engineering must meet the following minimum standards of academic achievement: successfully complete all courses specified in the degree program, complete at least one-half of the credit hours required within the discipline at USA, earn at least a C average (2.0 on a 4.0 scale) for all courses attempted at USA, earn at least a C average (2.0 on a 4.0 scale) for all courses in the major attempted at USA, successfully complete the capstone design sequence at USA, and meet all additional academic requirements of the program offering the degree.

## **Email**

You already have a Jagmail email address. It is ***absolutely critical*** that you read these messages ***every day***, as this is the address used by faculty and staff in communicating with you.

## **General Education Requirements (18 hours)**

**Nine hours** in Literature, Humanities and Fine Arts

**Nine hours** in History, Social Sciences and Behavioral Sciences

### Literature (3 hours required)

*Note: EH101 English Composition I is a pre-req for ALL Lit courses*

EH 215, 216 British Literature

EH 225, 226 American Lit

EH 235, 236 World Literature

### Fine Arts (3 hours required)

ARH 100 Survey of Art

ARH 103, 123 Art History

ARS 101 Art Appreciation

DRA 110 Intro to Drama

MUL 101 Intro to Music

### Humanities (3 hours required)

**\*CA 110 Public Speaking (all majors)**

### History (3 hours required)

HY 101, 102 History of Civilization

HY 135, 136 US History

### Social Sciences and Behavioral Sciences (3 hours required)

AN 100, 101 Anthropology

CA 100 Intro to Communications

CA 211 Interpersonal Communication

ECO 215, 216 Economics

GEO 114, 115 Geography

GS 101 Intro to Gender Study

IS 100 Global Issues

IST 201 Seasons of Life

PSC 130 US Government

PSY 120, 121, 250 Psychology

SY 109, 112 Sociology

An additional History or Social/Behavioral Science course (3 hours required)

## **Grade Replacement Policy**

Undergraduate students seeking a 1<sup>st</sup> degree are allowed three grade replacements. For more information, please see the Bulletin and the information at:

[https://www.southalabama.edu/departments/eforms/registrar/grade\\_replacementpolicy.pdf](https://www.southalabama.edu/departments/eforms/registrar/grade_replacementpolicy.pdf)

## **Honor Societies**

Students who are eligible will be invited to join the engineering honor society, Tau Beta Pi, and/or departmental honor societies.



Chemical – Omega Chi Epsilon  
Civil – Chi Epsilon  
Computer/Electrical – Eta Kappa Nu  
Mechanical – Pi Tau Sigma

## **Internships**

Internships allow students to gain valuable experience in engineering while pursuing an engineering degree. For assistance with identifying internship opportunities, see the Director of Student Services & Advising and the Career Services Center.

## **Jag Buddy Program**

The Jag Buddy Program is established to help new engineering students navigate College life. Incoming students (freshmen, sophomore, and/or transfer students) are partnered with an upper level engineering student who will be their Big Jag Buddy for a semester. The Big Jag Buddy will be equipped with information regarding the various available resources on South's campus, can help new students navigate their major class requirements, provide advice on course requirements, student organizations, hold undergraduate research discussions, navigate scholarship opportunities, internship/co-op opportunities, discuss professional goals and more! For more details, see: [https://www.southalabama.edu/colleges/engineering/engineeringjag\\_buddy.html](https://www.southalabama.edu/colleges/engineering/engineeringjag_buddy.html)

## **Laptop Policies**

Engineering students must have a suitable personal laptop computer by the time they enter sophomore level courses in engineering. For details about specific requirements, see:

[www.southalabama.edu/colleges/engineering/currentstudents/academicpolicies.html](http://www.southalabama.edu/colleges/engineering/currentstudents/academicpolicies.html)

## **Learning Communities**

A learning community is a group of students with shared interests who

attend two or three classes together and participate in activities outside of class. The Engineering Learning Community is restricted to engineering freshmen; math, chemistry and freshman seminar classes are reserved for the students registered in this community.

### **Professional Component Standing (PCS)**

Once you successfully complete your fundamental courses, you will be eligible for Professional Component Standing (PCS), which allows you to take upper-level (300- and 400-numbered) courses in your degree program. For a better understanding of PCS and other aspects of earning your degree of Bachelor of Science in Engineering, refer to the current *Bulletin* or consult your academic advisor. Note that each department has different requirements.

### **Registration**

The date and time you can register is available on the PAWS website. The date that 'registration time tickets' are posted on PAWS can be found in the *Academic Calendar*; you will not receive a notice in the mail stating your registration time. (*Remember, you can only register after you have been advised.*) The Academic Calendar can be found at: <https://www.southalabama.edu/academiccalendar/>

After your registration date and time (according to your 'registration time ticket'), you may register through PAWS. If you have problems with the registration procedure, e.g. you need to register for a class that is closed, contact your department or the Director of Student Services & Advising.

Returning students are encouraged to register as soon as their time ticket opens because there is a better chance of getting into classes wanted and/or needed.

### **Resources**

The College of Engineering web site can be accessed at: [www.southalabama.edu/engineering](http://www.southalabama.edu/engineering). You are encouraged to visit this site for more information about the College, individual programs and current activities. The department web sites can be accessed from the college page.

#### *PAWS*

PAWS provides online services to students and can be accessed at: <https://www.southalabama.edu/services/logins/students>. Services include registration, grades, and payments to the university. The Schedule of Classes is also available in PAWS.

#### *USA Bulletin/Academic Calendar*

Become familiar with the USA Bulletin as it contains the University's policies and degree programs, as well as the Academic Calendar, which

can be found online at: [www.southalabama.edu/bulletin](http://www.southalabama.edu/bulletin). Post a copy of the current academic calendar in your study area so you will always have registration and other important dates at your fingertips. Missing deadlines can prove costly!

### *The Lowdown*

The student handbook *The Lowdown*, a joint publication of the Student Government Association and the Division of Student Affairs, can be found at: [www.southalabama.edu/lowdown](http://www.southalabama.edu/lowdown). The Lowdown includes valuable information regarding Student Academic Conduct Policy, Grade Grievances, Security Policies and Procedures, and Sexual Harassment and Sexual Violence Policy. You need to be familiar with everything in *The Lowdown*.

### **Scholarships and Financial Aid**

There are many types of scholarships and financial aid available, some of them specific to engineering students. The Student Financial Aid office can help you with sources available to all students. For engineering scholarships, you must complete the Engineering Scholarship Application in JagSpot each Spring to be considered for an award. The application form is available on the College web site at:

<https://www.southalabama.edu/colleges/engineering/scholarship.html> and the **deadline is early January of each year**. For more information, see:

[www.southalabama.edu/departments/financialaffairs/scholarships](http://www.southalabama.edu/departments/financialaffairs/scholarships)

### **Sitting Out a Semester or Two**

With the exception of the summer semester or being enrolled in cooperative education (co-op), readmission is required for a student who has not been enrolled for three consecutive terms. In order to reapply, you must be eligible to return and you must reapply through the Office of Admissions. Readmission deadlines for Fall, Spring, and Summer terms are listed on the *Academic Calendar*.

### **Special Accommodations**

Students in need of accommodations due to a disability should contact the Center for Educational Accessibility & Disability Resources located at 320 Student Center Circle, Educational Services Building, Suite 19, (251)460-7212, [disabilityservices@southalabama.edu](mailto:disabilityservices@southalabama.edu) or see:

<https://www.southalabama.edu/departments/sds/>

### **Student Organizations**

There are many student organizations at USA, some of them specific to the College of Engineering. Student organizations play a large, active role in student life and provide varying degrees of technical support, community service, career planning, and just plain fun! You are

encouraged to become involved early in your college career and to take advantage of important opportunities to interact with practicing engineers from local companies, establish friendships with other engineering students, and develop leadership skills. Serving as an officer or committee chair can be an important part of your résumé.

Active student engineering organizations include:

- American Institute of Aeronautics and Astronautics (AIAA)  
Design, Build, Fly and USA Launch Society
- American Institute of Chemical Engineers (AIChE)
- American Society of Civil Engineers (ASCE)
- American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE)
- American Society of Mechanical Engineers (ASME)
- Associated General Contractors (AGC)
- Biomedical Engineering Society (BMES)
- Institute of Electrical and Electronics Engineers (IEEE)
- Institute of Transportation Engineers (ITE)
- International Council of Systems Engineering (INCOSE)
- National Society of Black Engineers (NSBE)
- Society of American Military Engineers (SAME)
- Society of Automotive Engineers (SAE)
- Society of Sustainable Engineers (SSE)
- Society of Women Engineers (SWE)
- 3D Printing Club

### **Study Abroad**

USA offers many study abroad programs. Participating in one of these programs gives you an opportunity to see another part of the world and become better educated about the culture, customs, and people in that country. Many of the companies that hire engineers compete globally and want to employ engineers with experience in other countries. For more information, visit:

[www.southalabama.edu/departments/ie/studyabroad/](http://www.southalabama.edu/departments/ie/studyabroad/)

### **Supplemental Instruction**

Some engineering courses offer Supplemental Instruction (SI) sessions. SI sessions are offered to enhance student success in entry-level courses. These are excellent opportunities for better understanding of the course material. Courses with SI sessions are listed at:

[www.southalabama.edu/academicsuccess](http://www.southalabama.edu/academicsuccess)

In the event of a time conflict between an SI session and a required course, you should contact your advisor regarding a possible time conflict override.

## **Transferring to the University of South Alabama**

All previous college or university academic credits are evaluated by the Registrar's Office. Check your USA transcript carefully once previous college credits have been evaluated. If you have any questions about the evaluation, make an appointment with your academic advisor to discuss your transfer credits. You may view Transfer Equivalency Tables at:

[www.southalabama.edu/departments/registrar/records/transfercenter/transfer\\_evaluation\\_system.html](http://www.southalabama.edu/departments/registrar/records/transfercenter/transfer_evaluation_system.html)

## **Transient Credit (Taking a Course at Another Institution)**

You can take a course or courses at another college or university for USA credit, ***only if you have received prior approval from your department.*** Approval is not normally granted to take courses at institutions that are within commuting distance of the University of South Alabama. Requirements for consideration include having a current (i.e., not at the other institution) GPA of 2.5 or higher. The forms for this are at:

<https://www.southalabama.edu/colleges/engineering/currentstudents/academicpolicies.html>

If you feel you need to take a course at another institution, first discuss it with your advisor.

## Success Tips

- Put a copy of the **academic calendar** (found in PAWS and on the University website) in an easily accessible, readily viewable location. Familiarize yourself with important deadlines such as refund dates, the drop/add/withdrawal deadline, early advising dates, phase I registration, etc. It can save you trouble, time and money!
- Meet your **advisor** every semester. You can't register if you don't.
- Keep a copy of the **Bulletin** and *The Lowdown* handy for easy reference. Most, if not all, answers to University policy questions can be found in either one or both publications.
- Go to **class!** Sit up front!
- Get information about the **Co-op Program** early in your first year. Co-op can make a difference when you are job hunting!
- Check your University **e-mail** address often for important messages from the Registrar, your academic department and other offices. The University and College of Engineering rely on e-mail to provide you with information critical to your academic program. Check with your department or PAWs if you have forgotten your USA e-mail address.
- **Focus** on the current semester. Don't think about what you have to achieve in order to graduate. Smaller goals don't seem as overwhelming.
- Strive for **good grades**. Plan your schedule so that you can devote enough time to your courses. Allow two hours preparation for each hour in class.
- Get involved. Student engineering **organizations**, Engineering Week activities, etc. can provide important social contacts for you now and valuable business contacts in the future.
- **Register** early. You will have a wider choice of classes.
- Use the University **resources** available to you if you need them. That includes your instructors and advisor, special accommodations, tutoring and Supplemental Instruction, career and personal counseling and remediation in basic academic skills through Developmental Studies. Check with the Director of Student Services & Advising if you need guidance.
- Have a specific time and place that is free of distraction and interruption in which to **study**. You must have the understanding and cooperation of your significant others.

