Date:

**ME MS Degree Plan**

***Name:***

***Student ID number:***

***First semester of enrollment:***

***Thesis or Report Advisor:***

*(required for students in Thesis and Report options)*

**Degree Plan:** (check one)

  

**Option:**

  

**Concentration Area:**









The courses listed in this form will be submitted to the Graduate School as the official Program for the Master Degree. In addition to satisfying the course requirements listed in this form, all Master Students need to pass a final comprehensive exam before graduating. Students choosing the Thesis or Report option need to write and defend a thesis/report based on his/her research, and the Thesis/Report defense is the final exam.

This form will need to be submitted by the end of first semester.

Note: Detailed MS ME degree requirements are listed in the Graduate Student Handbook posted at <http://www.depts.ttu.edu/me/grad/docs/graduate-handbook_2012.pdf>

**Graduate Seminar Requirement**

* *MS ME students are required to regularly attend Mechanical Engineering Seminar*
	+ *at least* ***10*** *seminars every full semester*
* *Students registered for three credit hours or fewer (e.g., in their last semester before graduation) will be exempted from the seminar requirement, upon request. The exemption is valid for one semester.*

**General Course-Registration Requirements**

* ***Thesis Option:*** *at least* ***30 credit hours*** *of graduate-level coursework, which consist of 24 hours of lecture courses and 6 hours of ME 6000 Master's Thesis*
* ***Report Option:*** *at least* ***36 credit hours*** *of graduate-level coursework, which consist of 33 hours of lecture courses and 3 hours of ME 6301Master's Report*
* ***Coursework Option:*** *at leas****t 36 credit hours*** *of lecture courses*

*The required ME 5120 Graduate Seminar is not included in the above credit-hour count. Some of the lecture courses may be replaced with ME 7000 Research, within the limits specified below.*

**Core ME Requirements**

*The core ME requirements are common for students in the Thesis, Report, and Coursework Options. The required course distribution is as follows:*

* ***2 math courses*** *(6 credit hours)*
* ***3 concentration-area courses*** *(9 credit hours) selected from the**designated ME courses in the student's chosen concentration area*
* ***2 breadth courses*** *(6 credit hours) selected from the designated ME courses outside the student's concentration area*

**Elective Courses**

*The elective courses can be selected from lecture courses offered by the ME department (ME 5xxx courses and ME 6330 Advanced Topics in Mechanical Engineering) and from engineering and science courses offered by other departments at TTU. The courses taken outside the ME department need to have a sufficient engineering/science component to be approved.*

* *The required number of elective courses:*
	+ ***Thesis Option:*** *1 course (3 credit hours)*
	+ ***Report Option:*** *4 courses (12 credit hours)*
	+ ***Coursework Option:*** *5 courses (15 credit hours)*

**Research Courses**

* ***Report and Coursework Options:*** *One elective course (up to 3 credit hours) can be replaced with ME 7000 Research*
* ***Thesis option:*** *No ME 7000 Research can be included in the degree plan (unless the course is associated with an internship)*

**Internship**

*One additional elective course (up to 3 credit hours) can be replaced with an approved internship at an engineering company. A student that would like to obtain credit for an internship must:*

* *register for* ***ME 7000 Research: Internship[[1]](#footnote-1)*** *(one month of full-time internship may count as one credit hour of ME 7000)*
	+ *students in the* ***Report or Coursework Option*** *register under the supervision of the ME Director of Graduate Studies*
	+ *students in the* ***Thesis Option*** *register under the supervision of their* ***Thesis Advisor*** *(consent of the Thesis Advisor is required)*
* *write a report describing the hosting company, internship goals, assigned responsibilities, and achieved objectives*
* *provide a written evaluation letter from the supervisor at the internship company*
	+ *the letter should indicate the length of the internship, specify if it was full-time, and provide assessment of the student's performance*
	+ *the supervisor should email the letter (or send it via surface mail) to the Graduate Academic Advisor*

**Course transfers**

*The following limits apply:*

* *up to 12 credit hours can be transferred from another graduate program at TTU*
* *up to 6 credit hours can be transferred from a graduate program at another university*

*For combined course transfers (i.e., some courses from another university and some from TTU), the adjusted number of credit hours that can be transferred from another university will be evaluated as half of the difference between the maximal (12) and actual number of transferred TTU credit hours.*

***LIST OF COURSES***

*A complete list of courses (satisfying the MS degree requirements) selected by the student should be entered in the tables below. If a different course is taken, the degree plan should be updated.*

1. **Graduate Seminar** (1 credit hour) – MS *students* ***must register*** *for 1 credit hour in the* ***first semester*** *of enrollment. They register only once (i.e., at the beginning of their studies) and have to attend* ***10 seminars******every full semester*** *(excluding summer sessions) to receive this 1 hour credit* ***at the end*** *of their graduate studies,*

|  |  |  |
| --- | --- | --- |
|  | Course number | Course Title |
| 1 | **ME 5120 (1cr)** | **Graduate Seminar** |

1. **Core requirements** **–** *If the course is transferred write* ***TC*** *in the course-number field, leave the rest of the row blank, and provide the required information about the course in Sec.* **IV***.*
2. **Required Math –** Two lecture courses (6 credit hours):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Course Title | Instructor | Grade[[2]](#footnote-2) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

1. **Concentration-Area Courses –** Three lecture courses (9 credit hours):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Course Title | Instructor | Grade2 |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

1. **Breadth Courses –** Two lecture courses (6 credit hours):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Course Title | Instructor | Grade2 |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

1. **Elective courses –** *The total number of elective courses (credit hours) listed in items* **III A**–**C** *should be 1* course (3 credit hours) *for students in* ***Thesis Option****, 4* courses (12 credit hours) *for students in* ***Report Option****, and* 5 courses (15 credit hours) *for students in* ***Coursework Option****.*
2. **Lecture courses**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Course Title | Instructor | Grade2 |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |

1. **7000 Research –** *Students in the* ***Report*** *and* ***Coursework*** *Options are allowed up to* 3 credit hours *of ME 7000 Research. ME 7000 that is not associated with an internship is not allowed for students in the* ***Thesis*** *Option.* ***The name of the instructor must be provided.*** *Ask for the instructor's consent before including ME 7000 in the degree plan.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Course number | Instructor | Research topic | Hours | Grade2 |
| 1 | ME 7000 |  |  |  |  |

1. **7000 Research: Internship –** *All fields (except the Grade if not yet available) need to be filled out. For students in the* ***Thesis*** *Option,**the instructor of record is the* ***Thesis Advisor****, and for students in* ***Report*** *and* ***Coursework*** *Options the instructor of record is the Director of Graduate Studies. Thesis Option students have to obtain their Thesis Advisor's consent, before including the internship in the degree plan.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Course number | Course title | Company name | Instructor of record | Length in months | Full Time?(Y/N) | Equivalent hours | Grade2 |
| 1 | ME 7000 | Research: Internship |  |  |  |  |  |  |

1. **Course transfers –** *Use letters to indicate the course type:* ***M****-Math,* ***C****-Concentration,* ***B****-Breadth,* ***E****-Elective, and mark* ***TC*** *in the course-number field of the corresponding item in tables* **II A–C** *and* **III A***.*
2. **Courses from the student's previous graduate program at TTU** (if transferred)

|  |
| --- |
| Name of the program: |
|  | Course number | Course Title | Credit Hours | Grade | Type |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

1. **Courses from another university** (if transferred)

|  |  |
| --- | --- |
| Name of the institution:  | TTU Equivalent courses |
|  | Course number | Course Title | Credit Hours | Grade | Course number | Course Title | Credit Hours | Type |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |

1. **MS Thesis and Report courses****–** *The thesis/report topic and instructor's name are required.*
2. **Master's Thesis –** *Thesis Option only* (6 credit hours)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Thesis topic | Instructor | Hours |
| 1 | ME 6000 |  |  |  |
| 2 | ME 6000 |  |

1. **Master's Report –** *Report Option only* (3 credit hours)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Course number | Report topic | Instructor | Hours |
| 1 | ME 6301 |  |  |  |

Student’s signature: Date:

Signature of the Thesis/Report Advisor: Date:

(if applicable)

…………………………………………………………………………

Graduate Director's decision:

Approved Not approved

Signature of the Graduate Director: Date:

Remarks:

1. *Ask the Graduate Academic Advisor to open the course* ***ME 7000 Research: Internship*** *with a given instructor, if needed.* [↑](#footnote-ref-1)
2. If the course is in progress insert IP; leave blank if the course has not been taken yet. [↑](#footnote-ref-2)