



MAE Academic Policies

last revision 10-09-08

1. Academic Integrity (<http://students.ncsu.edu/judicial/ai.php>)

You are expected to uphold the highest standards of integrity. See honors statement above adopted by the student body.

Violation of Academic Integrity (<http://students.ncsu.edu/judicial/>)

When charged with violating academic integrity, two possible events occur: First, you and the instructor attempt to resolve the matter (the most punitive measure is to receive an F in the class). If unresolved, the instructor refers the matter to the student judicial board (the most punitive measure is expulsion).

2. Class Attendance

(http://www.ncsu.edu/policies/academic_affairs/courses_undergrad/REG02.20.3.php)

It is your responsibility to uphold the NCSU attendance policies. Accordingly, full participation in classes, laboratory period and examinations is expected of all students.

Excused Absences from Class

Students are granted excused absences in cases of emergency and serious illness to one's self or someone in the immediate family (parents, brothers and sisters). Excuses are granted when adequate documentation is provided. Note that students are **not** obligated to grant absences in cases of job interviews, field trips, and life threatening illnesses in non-immediate family members.

3. Tests and Homework

Students in aerospace engineering and mechanical engineering are required to complete their homework and tests on engineering paper unless otherwise stated.

The calculators allowed for tests and exams are selected from the following list. <http://www.ncees.org/exams/calculators/index.php#approved>

4. Matriculation Policy

Students must matriculate into aerospace engineering and mechanical engineering within the first four semesters at NC State.

Engineering students with a grade point average of 2.9 and above and who have received a C minus or better in certain engineering preparatory classes (CH 101, CH 102, E 101, ENG 101, MA 141, MA 241 and PY 205) are matriculated upon request.

Engineering students who do not meet the 2.9 GPA matriculation requirement are considered for matriculation, upon request, at the end of the spring semesters. The matriculation of these students depends on enrollment levels and selection is based on GPA.

“3-Strike” Rule

After not succeeding in a class three times (withdraws, retakes, receive an F, or receive below a C minus in a C-wall course), the student’s designation is changed from AE, AEU, ME, or MEU to Engineering Transition (TRU).

5. Class Withdrawal Policy

Any student who undergoes an extreme hardship and wishes to apply for a hardship semester withdrawal, must do so during or no later than one semester after the hardship occurs.

If the hardship semester withdrawal is granted, all of the student's classes during the hardship semester will be dropped as though those classes were never taken.

The student must later retake the classes to receive credit for them. Dropped classes from the hardship semester, in whole or in part, cannot be retroactively reinstated.

6. Exception Policy

A student requesting any exception to an MAE rule or regulation must do so in writing and send the request to the Undergraduate Office (email fmedlin@ncsu.edu, subject line: Exception Request).

The request will be reviewed by the Undergraduate Advisory Committee.

The student normally receives a written reply within two weeks.