SCHOOL OF ENGINEERING & APPLIED SCIENCE

Engineering School Home Page: engineering.wustl.edu

DEPARTMENTS:
General Engineering (E60)
Biomedical Engineering (E62)
Computer Science and Engineering (E61)
Electrical and Systems Engineering (E35)
Energy, Environmental & Chemical Engineering (E44)
Mechanical Engineering & Materials Science (E37)

SCHOOL OF ENGINEERING & APPLIED SCIENCE

Henry Edwin Sever Institute
Systems Integration (T34)
Construction Management (T64)
Engineering Management (T55)
General Professional Education (T60)
Information Management (T91)

ACADEMIC CALENDAR

Refer to the University-wide calendar at registrar.wustl.edu for a list of the dates and deadlines applicable to the semester.

Calendar Note for Graduate Students:
Thesis and dissertation related deadlines for engineering graduate D.Sc. and Masters students are listed below. Ph.D. students should follow Graduate School of Arts & Sciences deadlines as posted on their website located at: http://graduateschool.wustl.edu/events

Contact Information

Engineering Student Services
303 Lopata Hall
Monday - Friday, 8:30a - 5:00p
Telephone: (314) 935 - 6100

Graduate School of Arts & Sciences (Ph.D. students)
Cupples II, Suite 204
Monday – Friday, 8:30a – 5:00p
Telephone: (314) 935 - 7258

Henry Edwin Sever Institute
& Engineering Summer School
204 Lopata Hall
Monday - Thursday, 8:30a - 6:00p, Friday 8:30a - 5:00p
Telephone: (314) 935 - 5484

TUITION FEES AND PAYMENT POLICY

Undergraduate Students
$23,850 per semester
If enrolled in up to 21 units,
and $1,971 per unit for 5 or more units
If 9 or more units $23,850 per semester
If 1-8 units $1,971 per unit

Graduate Students (Ph.D.)
If 9 or more units $23,850 per semester
If 8 units $23,850 per semester
If 7 or more units $1,971 per unit
If 6 units $1,675 per unit

Full-Time Status for Master’s Students is defined as:
Enrolled in 9 or more units
Enrolled in any “833” placeholder course
Enrolled in any “883” placeholder course

Full-Time Status for Ph.D. Students is defined as:
Enrolled in 9 or more units
Enrolled in any “884” placeholder course

Full-Time Status for D.Sc. Students is defined as:
Enrolled in 9 or more units
Enrolled in any “884” placeholder course

Time Status for graduate students is defined as:
Full-time students are required to take a minimum of 9 units each fall and spring semester, without tuition charge.
Part-time students are required to take a minimum of 5 units each fall and spring semester.

Audit Rates

Undergraduate Engineering students Current tuition rate
Graduate Full-time & Part-time students Current tuition rate

Note: Tuition for full-time and part-time students is determined by each student’s prime division, not by the division that teaches the course. Students should check with their department before enrolling in courses outside their division.

Students who will receive reimbursement from their employers for tuition are responsible for tuition being paid by the due date. Employer reimbursements that are contingent upon course completion and/or a satisfactory grade will not exempt the student from stated due dates and the assessment of penalties.

REGISTRATION AND LATE REGISTRATION

A late fee of $100 per week for full-time undergraduate and graduate students, and $50 per week for part-time students, will be assessed on all registrations made after the second week of classes. Registration is not allowed after the second week of classes without special permission from the instructor.

Undergraduate students are not required to stay continuously enrolled until graduation, but they should contact Engineering Student Services and take a leave of absence if they are unable to return to school for a semester.

GRADUATE ENGINEERING REGISTRATION:
Graduate students are required to stay continuously enrolled (excluding summer sessions) until all degree requirements are completed. Graduate students must continuously register in one of the three categories listed below.

(1) Active Status
A graduate student is viewed as having a full-time active status if enrolled in 9 or more units. A graduate student is viewed as having a part-time active status if enrolled in fewer than 9 units.

(2) Continuing Status
The Continuing Student Status course may be used when graduate students are approved to register for fewer than 9 units but still need to maintain their full-time status.

(3) Nonresident or Inactive Status
Graduate students who do not need to maintain full-time status and who do not need to register for any course or research units during a given semester should register under the Nonresident/Inactive Status option, but only upon departmental and advisor approval.

A nonresident/inactive status is generally allowed only for International Students and Scholars.

International students on F1 and J1 visas must always register and maintain a full-time active status (i.e., enrolled in 9 or more units each fall and spring semester), as per the Office for International Students and Scholars.

Graduate students on official leave of absence should also register under this status, but only with advisor and departmental approval.

A doctoral student wishing to register under a Nonresident/Inactive Status should register using the 886 course number. A master’s student should register for the Nonresident/Inactive Status using the 885 course number. The course is a 0 unit audit course with no tuition charges associated with it for engineering students. Students registered this way are not permitted to take a reduced course load in their final semester, but only if approved by both the faculty advisor and the Office for International Students and Scholars.

FINAL EXAM SCHEDULE

Spring 2016 final exams will be held May 5-11, 2016. Exam days and times are part of course listings, and will be included on your course schedule.

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3.5
2.5
1.5
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must remember to be aware of the residency requirements and the total time limitation required for degree completion.

Graduate Student Reinstatement
Graduate students who do not register in one of the above categories will have to apply for reinstatement if they wish to reenroll at a future time. For reinstatement information, master’s and D.Sc. students should contact Engineering Student Services at (314) 935-6100, and Ph.D. students should contact the Graduate School of Arts & Sciences at (314) 935-6880. Students seeking reinstatement may be required to pay a reinstatement fee, take special reinstatement examinations, and repeat previous work if it fails to meet contemporary standards. Candidates for the D.Sc. degree who apply for reinstatement may be required to repeat qualifying examinations.

REFUND POLICY
All full-time students in Engineering (EN, SI, TG divisions) are assessed tuition at a full-time tuition rate and do not receive refunds for dropping individual courses. All part-time SI or TG graduate students who were assessed tuition on a per credit hour basis may receive a refund for dropped course(s) based on the refund schedule shown below. Refunds are computed from the date on which the course is dropped, as shown in the Student Information System. Refund checks are made available as soon as possible (usually 4-6 weeks after the drop is completed).

Full-time EN, SI, or TG students who officially withdraw from the University within the refund period stated below will receive a tuition refund in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Period of Withdrawal</th>
<th>Percent of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st-4th week of classes</td>
<td>100%</td>
</tr>
<tr>
<td>5th-6th week of classes</td>
<td>80%</td>
</tr>
<tr>
<td>7th-10th week of classes</td>
<td>60%</td>
</tr>
<tr>
<td>11th-14th week of classes</td>
<td>50%</td>
</tr>
<tr>
<td>15th-18th week of classes</td>
<td>40%</td>
</tr>
<tr>
<td>After 18th week</td>
<td>No Refund</td>
</tr>
</tbody>
</table>

NOTE: After the date of the 1st class meeting, refunds are not granted for short courses which run less than the full semester length. Questions concerning the refund policy should be directed to the Engineering Accounting Office at 935-6183.

CANCELLATIONS AND CHANGES
The School of Engineering reserves the right to withdraw any course with insufficient enrolment, to change final exam times, instructors, classrooms, and to modify courses as may be necessary. The School also reserves the right to cancel registration of any student under academic suspension or who has failed to meet payment obligations. Students should use the on-line WebSTAC system to see the most current course listings. If a class is cancelled, a full refund will be made to enrolled students. Questions about course changes can be directed to Engineering Student Services, Lopata Hall, Room 303, (314) 935-6100.

ACADEMIC INTEGRITY
A formal academic integrity policy has been established for all undergraduate students at Washington University and it is published in the front section of this Course Listings book.

All students taking courses in the School of Engineering & Applied Science are expected to conform to high standards of conduct. This statement on student academic integrity is intended to provide guidelines on academic behaviors which are not acceptable.

Engineering courses typically have many problem sets assigned as homework. You are not allowed to collaborate when solving homework problems, performing experiments, writing or documenting computer programs, or writing reports unless the instructor specifically states otherwise.

It is dishonest and a violation of academic integrity if:
1. You turn in work which is represented as yours when in fact you have significant outside help. When you turn in work with your name on it, you are in effect stating that the work is yours, and only yours.
2. You use the results of another person’s work (exam, homework, computer code, lab report) and represent it as your own, regardless of the circumstances.
3. You request special consideration from an instructor when the request is based upon false information or deception.
4. You submit the same academic work to two or more courses without the permission of each of the course instructors.
5. You willfully damage the efforts of other students.
6. You use prepared materials in writing an in-class exam except as approved by the instructor.
7. You write on or make erasures on any test or class assignment being submitted for grading.
8. You collaborate with other students planning or engaged in any form of academic dishonesty.
9. You turn in work, which is represented as a cooperative effort, when in fact you did not contribute your fair share of the effort.
10. You do not use proper methods of documentation. For example, you should enclose borrowed information in quotation marks; acknowledge material that you have abstracted, paraphrased or summarized; cite the source of such material by listing the author, title of work, publication, and page reference.

HUMANITIES & SOCIAL SCIENCE REQUIREMENTS & COURSES
All bachelor degree programs offered within the School of Engineering have the same humanities & social science (i.e. H/SS) requirements as listed below:
- A total of at least 18 units of acceptable humanities and social science courses
- At least 6 units of humanities courses
- At least 6 units of social science courses
- At least one upper-level (300+) 3 unit course

Washington University courses that satisfy the humanities and social sciences requirements for engineering students are listed in the semester course listings as EN/H or EN/S respectively. For a pre-approved list of Art, Architecture, and Business courses that fulfill the H/SS requirements, please visit http://engineering.wustl.edu/ess/hss.aspx.

Henry Edwin Sever Institute courses and courses taken elsewhere are treated as transfer courses. Transfer courses must be approved through Engineering Student Services as acceptable transfer credit and as applicable humanities and social sciences courses. All transfer courses must be taken for credit (not pass/fail), and students must earn a C- or better in transfer courses for the credit to transfer to the school. Grades do not transfer.

Engineering Courses - (which fulfill H/SS requirements)
The following School of Engineering courses have been approved to count toward the School’s humanities or social sciences requirement:

<table>
<thead>
<tr>
<th>Humanities</th>
<th>Social Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>(none)</td>
<td>E60 4501, 4502, 4503</td>
</tr>
</tbody>
</table>

University College
Engineering students may only enroll in a limited number of University College courses that have been preapproved by the Engineering Undergraduate Studies Committee. Approved courses taken by students will display on official transcripts and the course units will count toward engineering degree requirements, but the grade will not be calculated in grade point averages.