We are glad you have chosen to pursue your engineering degree here at the University of Houston. You are the best of the best and we expect great things from you.

In order to help you achieve great things, we have faculty and staff diligently working towards your success both inside and outside of the classroom. Our faculty are dedicated to helping you master your coursework and build a diverse skillset for the workforce. Engineering is challenging, even difficult at times. You have heard this and will continue to hear this until you graduate. We encourage you to get involved and to take advantage of all the resources we have to offer.

We are happy to have you at the UH Cullen College of Engineering!

Sincerely,

Fritz Claydon, Ph.D.
Professor of Electrical and Computer Engineering
Director, Division of Undergraduate Programs
and Student Success
Director, Honors Engineering Program

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THE "TWO-ATTEMPT" RULE

The College of Engineering policy does not allow a student to attempt engineering courses more than two times and science or mathematics courses more than three times. Counted attempts include all courses that resulted in a grade of “A-F,” “W,” or “I.”

THE C- RULE

The College of Engineering requires a grade of “C-” or better for credit in any mathematics, science, or engineering course that applies toward the bachelor’s degree. In addition, the “C-” is required for any mathematics, science, or engineering course used as a prerequisite for a subsequent course.

ENGINEERING TRANSFER CREDIT

College of Engineering students seeking credit in engineering courses at a university or college outside of the University of Houston must receive written approval prior to enrollment.
PROBATION-SUSPENSION POLICY

Minimum GPA to stay in good standing:

ENGINEERING 2.25
UNIVERSITY 2.00

Students who have attempted at least six hours of engineering courses must maintain major GPAs and engineering course GPAs of 2.25 or better to remain in good standing with the College of Engineering. If the engineering and/or major GPA drops below 2.25, a student will be placed on Engineering Probation and can continue to take engineering courses. If the GPA falls below 2.25 in the student’s major and/or engineering courses in the following semester, the student will be placed on Engineering Suspension.

Engineering Suspension means a student is not allowed to take engineering courses until readmitted. No student will be readmitted to engineering following their second suspension. A dean’s hold will be placed only to be removed when a change of major from engineering is completed.

Once the student’s cumulative major and engineering GPA exceeds 2.25, he/she is removed from Engineering Probation.

READMISSION

Students seeking readmission from Engineering Suspension must follow the readmissions procedure by the deadline date as outlined at:

www.egr.uh.edu/academics/policies/probation-and-suspension

A decision on your readmission will not be made without completion of all necessary documents and steps by the stated deadline. Incomplete requests will not be reviewed.

GRADE EXCLUSION

First Year Grade Exclusion Policy:

Students who earn a D+ or lower in a course during their first year at The University of Houston (UH) may repeat the course within 12 months and exclude the original grade from their cumulative GPA. Grade exclusion is applicable to a maximum of three courses at the 3000-level or below, and other restrictions may apply (see full policy details at www.uh.edu/provost/policies-resources/student/grade-exclusion/#overview). The policy only applies to students who entered UH in Fall 2018 or later.

Grade exclusion will not retroactively alter academic or financial aid actions, decisions, or sanctions that resulted from the original grade or original semester GPA. Contact your academic advisor or financial aid advisor for specific questions about how this may impact you.
Students must complete core curriculum requirements.

Students must complete all course requirements of the major.

Students must earn a 2.00 minimum grade point average in courses attempted at UH (including repeated courses).

Students must earn a 2.00 minimum grade point average in courses attempted in their major at UH (including repeated courses).

A catalog more than seven years old shall not be used at the time of graduation.

3000–4000 level courses in the student’s major must be taken within seven years of graduation.

Students must complete a minimum of 30 semester hours of engineering courses in residence at UH.

These 30 hours must be courses that count toward the bachelor’s degree.

Some departments may have additional rules; please consult with the departmental advisor.

3.90 TO 4.00
Summa Cum Laude
(with highest honors)*

3.70 TO 3.89
Magna Cum Laude
(with high honors)*

3.50 TO 3.69
Cum Laude
(with honors)*

* Students will graduate with academic honors if they achieve the above GPAs earned in the last 54 hours.
DROP DATES – 6 “W” RULE

ORD DATE
The last day to drop a course or withdraw without receiving a grade. If you drop by this date, a W will not appear on your transcript.

LAST DAY TO DROP
The last day to drop a course or withdraw with a grade of W.

A W counts as an attempt and there is a 6 W limit (more information below). See also the “Two Attempt” Rule.

Beginning with the Fall 2007 semester, students are allowed only 6 Ws throughout their undergraduate career at any public institution in Texas; courses dropped prior to the Fall 2007 semester are not counted towards the 6 Ws.

The 6 W grades may be used at any time during your undergraduate career at UH to drop a course through the last day to drop deadline.

Once the 6 Ws have been used, you must complete all courses you are enrolled in, regardless of academic performance.

The exclusion to this rule is term withdrawals.

GRADE POINTS

A = 4.00  A- = 3.67  B+ = 3.33  B = 3.00  B- = 2.67  C+ = 2.33
C = 2.00  C- = 1.67  D+ = 1.33  D = 1.00  D- = 0.67  F = 0.00

GRADUATE POINT AVERAGE (GPA)

Dean’s List ➔ 3.5 GPA for more than 12 hours

Improvements in GPA become more difficult as the number of courses you take increases. If you re-take a class, both your old and new grade count towards your GPA.
CORE CURRICULUM

The University’s new 42-hour Core Curriculum is informed by a series of basic intellectual competencies (reading, writing, speaking, listening, critical thinking and computer literacy) that are essential to the learning process in any discipline. All bachelor’s degrees from the University of Houston require completion of the Texas state-mandated 42-hour core curriculum.

ENROLLMENT CAP FOR TEXAS RESIDENTS

<table>
<thead>
<tr>
<th>SEMESTER YOU FIRST ENROLLED IN A TEXAS PUBLIC INSTITUTION OF HIGHER EDUCATION</th>
<th>YOUR ENROLLMENT CAP (HOURS ALLOWED IN EXCESS OF YOUR MINIMUM DEGREE HOURS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to Fall 1999</td>
<td>No cap</td>
</tr>
<tr>
<td>Fall 1999 to Summer 2006</td>
<td>45 hours</td>
</tr>
<tr>
<td>Fall 2006 and thereafter</td>
<td>30 hours</td>
</tr>
</tbody>
</table>

Reaching your established enrollment cap does not mean you can’t enroll in any more courses. It does mean you will be charged a higher tuition rate for those courses you enroll in after you have met the cap.

ACADEMIC RULES

AP SCORES RELEVANT TO ENGINEERING*

<table>
<thead>
<tr>
<th>TEST SUBJECT</th>
<th>AP EXAM SCORE</th>
<th>COURSE</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP Chemistry</td>
<td>5</td>
<td>CHEM 1331</td>
<td>3</td>
</tr>
<tr>
<td>AP English Language and Composition</td>
<td>3</td>
<td>ENGL 1303</td>
<td>3</td>
</tr>
<tr>
<td>AP English Language and Composition</td>
<td>4</td>
<td>ENGL 1303, 1304</td>
<td>6</td>
</tr>
<tr>
<td>AP American History</td>
<td>3</td>
<td>HIST 1377 or 1378</td>
<td>3</td>
</tr>
<tr>
<td>AP American History</td>
<td>4</td>
<td>HIST 1377, 1378</td>
<td>6</td>
</tr>
<tr>
<td>AP Calculus AB</td>
<td>4</td>
<td>MATH 1431</td>
<td>4</td>
</tr>
<tr>
<td>AP Calculus BC</td>
<td>4</td>
<td>MATH 1431, 1432</td>
<td>4</td>
</tr>
<tr>
<td>Physics C (Mechanics)</td>
<td>4</td>
<td>PHYS 1321, 1121</td>
<td>4</td>
</tr>
<tr>
<td>Physics C (Electricity and Magnetism)</td>
<td>4</td>
<td>PHYS 1322, 1121</td>
<td>4</td>
</tr>
<tr>
<td>AP US Government and Politics</td>
<td>3 and passing UH test</td>
<td>POLS 1336, 1337</td>
<td>6</td>
</tr>
</tbody>
</table>

*Approved scores at the time of printing. Always confirm with Testing Services.
ADDITIONAL RULES AND POLICIES FOR TRANSFER STUDENTS

Additional Rules & Policies for Transfer Students to be Familiar with:

- Core Requirements
- 66 Credit Hours Lower Level Transfer Limit
- Final 30 Hours UH Residency Requirement
- 6 W Rule for Transfer Students

What You Need to Know About Course Transfer Equivalency:

Core Credits at other Texas state public institutions are guaranteed to be counted as core at the University of Houston.

To petition a course for core or equivalency credit:

1. Go to your academic advisor or online at: [www.uh.edu/academics/forms/](http://www.uh.edu/academics/forms/) and select the Undergraduate Transfer Credit Petition.

2. If seeking a core class to be transferred to UH, complete section 1. If seeking to transfer a course for credit equivalency, therefore, non-core, complete section 2.

3. Print out the course’s syllabus and description from the institution you took the class.

   Attach it to the petition.

4. Once completed, bring the petition to your academic advisor.

CHANGING OR DECLARING A MAJOR

Current engineering students requesting to change to another discipline of engineering will be reviewed on a case-by-case basis.

Deadlines for submitting a petition to change your major are as follows:

- **SUMMER**: APRIL 1
- **FALL**: JULY 1
- **SPRING**: NOVEMBER 1

Please allow 2-3 weeks for processing after your most recent grades have posted.

[egruh.edu/academics/admissions/requirements/majorchangeform](http://egruh.edu/academics/admissions/requirements/majorchangeform)
All engineering students need to see their major department for academic advising requirements. Please see the list provided below for your department’s advisor:

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>ADVISOR</th>
<th>EMAIL</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomedical Engineering</td>
<td>Dr. Gregory Spillers</td>
<td><a href="mailto:gjspillers@uh.edu">gjspillers@uh.edu</a></td>
<td>713-743-2681</td>
</tr>
<tr>
<td>Chemical Engineering</td>
<td>Veronica Ellison</td>
<td><a href="mailto:vellison@uh.edu">vellison@uh.edu</a></td>
<td>713-743-4957</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>Lupe Alicea, Dr. Reagan</td>
<td><a href="mailto:civil@egr.uh.edu">civil@egr.uh.edu</a>,</td>
<td>713-743-7204</td>
</tr>
<tr>
<td></td>
<td>Herman</td>
<td><a href="mailto:rherman@uh.edu">rherman@uh.edu</a></td>
<td></td>
</tr>
<tr>
<td>Electrical and Computer</td>
<td>Amanda Zabaneh</td>
<td><a href="mailto:azabaneh@central.uh.edu">azabaneh@central.uh.edu</a></td>
<td>713-743-4400</td>
</tr>
<tr>
<td>Engineering</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial Engineering</td>
<td>Dr. Randal Sitton, Dr.</td>
<td><a href="mailto:rwsitton@uh.edu">rwsitton@uh.edu</a>,</td>
<td>713-743-4198</td>
</tr>
<tr>
<td></td>
<td>Yaping Wang</td>
<td><a href="mailto:ypwang@uh.edu">ypwang@uh.edu</a></td>
<td>713-743-9076</td>
</tr>
<tr>
<td>Petroleum Engineering</td>
<td>Anne Sturm, Trina</td>
<td><a href="mailto:masturm@uh.edu">masturm@uh.edu</a>,</td>
<td>832-842-4838</td>
</tr>
<tr>
<td></td>
<td>Johnson</td>
<td><a href="mailto:tajohnson@uh.edu">tajohnson@uh.edu</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**LAUNCH UNDERGRADUATE STUDENT SUCCESS CENTER**

N109 Cougar Village 1 (bldg. 563)
(713) 743-5411

Our mission is to connect you to just the services YOU need to be successful. Our mission is to help you achieve liftoff and keep accelerating right through to graduation.
The Program for Mastery in Engineering Studies (PROMES, pronounced "promise") provides engineering students with academic advising, workshops, scholarships and professional and personal development opportunities.

PROMES builds a diverse community within the Cullen College of Engineering where PROMES students learn, study, socialize and encourage each other to be leaders here at UH and in their careers after graduation.

To become a PROMES SCHOLAR, visit our website to complete an application: promes.egr.uh.edu > About > Join PROMES

PROMES BENEFITS

- Scholarships and internships
- Fun social and award events throughout the year
- Mentoring by PROMES upperclassmen, faculty, & industry professionals
- PROMES sponsored workshops
- Smaller classes for ENGR 1100 and ENGI 4198
- Partnership with engineering student organizations

WORKSHOPS

- Workshops are peer-led study sessions sponsored by PROMES.
- Workshops are a one credit-hour course and will appear on your PeopleSoft schedule of classes.
- Grading for workshops will be Satisfactory/Unsatisfactory.
- Seating is very limited.
- They are open to all engineering students at UH.
- For questions regarding workshops, contact: Dr. Henderson, jahenderson5@uh.edu.

WATCH OUR VIDEO AT:

youtu.be/m5DT2qD4RNA
RESOURCES

ENGINEERING CAREER CENTER

How we help...

- Provide career counseling
- Assist with planning & achieving career goals
- Help identify internships and careers
- Résumé & cover letter reviews
- Interview preparation
- Coordinate career fairs
- On-campus interviews
- Organize networking events
- Manage the cooperative education program
- Facilitate career & professional development
- Industry information sessions
- Manage eCONNECTION

The Engineering Career Center offers various workshops and activities throughout each semester for all engineering students. Please RSVP for events and activities offered by the Engineering Career Center on eCONNECTION.

Schedule appointments using eCONNECTION.

HAVE YOU PROPERLY PLANNED FOR YOUR CAREER AS AN ENGINEER?

Why you are seeking your specific engineering degree? Why do you want to be an engineer?

Do you know what networking is and how to create and build a solid network? This starts with connecting!

Prepare for your engineering career by making yourself marketable and competitive through internship experiences within your field of study.

Wherever you are in your academic career, be certain to plan for your professional career by following these steps to ensure your successful transition from academia into industry. Your Engineering Career Center team is here to help!

Schedule career counseling at least once per academic year to ensure that you are on track to reach your career goals using eCONNECTION.

ECC Office Hours and Location:
Monday-Friday 8 am-5 pm
Cullen College of Engineering, Bldg. 2, Room E312
(713) 743-4230

career.egr.uh.edu
The Engineering Undergraduate Program Office Handles the Following Affairs:

- **3rd and 4th Attempts**
- **Academic Grievance**
- **Academic Suspension/Probation**
  - For more information, see page 4.
- **Changing Degree Plan Year**
- **Course Enrollment**
- **Course Overload**
- **Course Substitution**
- **Graduation Applications**
- **Late Addition/Late Dropping**
  - For regular drop date deadlines, see the academic calendar.
- **Major Change**
  - For more information see page 13.
- **PROMES**
  - For more information see pages 16-17.
- **Readmission**
- **Reinstatement**
- **Transfer Credit**
  - For more information, see page 12.
- **UHin4 (for engineers)**
  - For more information, see next page.

For any questions or concerns regarding the list above, call the Engineering Undergraduate Programs Office at 713-743-4200.

**UHin4: ENGINEERING CRITERIA**

UHin4 is a program that helps students like you to graduate in four years. The university offers fixed tuition to eliminate uncertainty about future tuition increases. Below are the requirements beginning and ending your first academic year to be eligible for UHin4.

**Day 1 Check:**
- Enroll in 15 or more hours (a must)
- Enroll in 2 of 3 of the following courses:
  - ENGI 1100
  - MATH 1431
  - CHEM 1331

**Close of Year 1 Check:**
- Complete or have credit for 32 hours applicable to your degree plan
- Successfully complete 3 of 4 of the following courses:
  - MATH 1432
  - PHYS 1321
  - ENGI 1331
  - Chemistry sequence as appropriate for your major

**FOR MORE INFORMATION ON UHin4 PLEASE GO TO:**

[www.uh.edu/provost/UHin4](http://www.uh.edu/provost/UHin4)

**STUDENT RESOURCES**

- CSD-Center for Students with DisABILITIES
- CASA Math Department Tutoring Center
- LAC-Language Acquisition Center
- UCS-University Career Services
- CAPS-Counseling and Psychological Services
- Writing Center
- Health Center
RESOURCES

Students have trouble getting everything done because they often don’t know how to budget their time and/or they are over-committed. Therefore, we recommend following the rules below:

THE 60 HOUR RULE

You have about 60 hours per week for all work, including homework, studying, commuting and a job.

<table>
<thead>
<tr>
<th>WEEKLY EMPLOYMENT HOURS</th>
<th>RECOMMENDED COURSE HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>18 hours</td>
</tr>
<tr>
<td>1-20</td>
<td>Less than 15</td>
</tr>
<tr>
<td>20-30</td>
<td>Less than 14</td>
</tr>
<tr>
<td>30-40</td>
<td>Less than 11</td>
</tr>
</tbody>
</table>

If your financial situation dictates that you work to pay for college, consider a co-op or internship position.

THE “RULE OF 4”

Calculate your “Rule of 4:”

RULE OF 4 = 60 - (COURSE CREDIT HOURS * 4)

This is the recommended maximum number of hours you should work at a job. If you ended up with a negative number, consider changing your class or work schedule!

ECC LAB

The Engineering Computing Center (ECC) is the general purpose computer lab for the College of Engineering. We have 110 computers in 3 labs all of which have the same software. We also have 3 collaboration/study areas.

We have four duplex printers (3 B&W and 1 color) for student use. All enrolled engineering students receive a $10 printing credit each semester. The prices to print are 1 cent per B&W page and 20 cents per color page.

We are open 7 days a week with reduced hours during holidays.

FALL AND SPRING:
- 8am - 11pm, Mondays - Thursdays
- 8am - 10pm, Fridays
- 12pm - 7pm on the weekends

SUMMER:
- 8am - 8pm Mondays - Fridays
- 12pm - 7pm on the weekends
STUDENT ORGANIZATIONS

- **AADE** American Association of Drilling Engineers
- **AIChE** American Institute of Chemical Engineers
- **Alpha Pi Mu** Industrial Engineering Honor Society
- **Arab American Association of Engineers and Architects**
- **ASCE** American Society of Civil Engineers
- **ASME** American Society of Mechanical Engineers
- **BMES** Biomedical Engineering Society
- **Chi Epsilon** Civil Engineering Honor Society
- **Cougar Paw** Representatives from All Engineering Students
- **eNABLE** Providing children with prosthetics
- **Eta Kappa Nu** Electrical Engineering Honor Society
- **EWB** Engineers Without Borders
- **FSAE** Formula Student Automotive Engineers
- **IEEE** Institute of Electrical and Electronics Engineers*
- **IIE** Institute of Industrial Engineers
- **MAES** Latinos in Science and Engineering*
- **Material Advantage** Student Program for Material Science and Engineering
- **NSBE** National Society of Black Engineers*
- **Omega Chi Epsilon** Chemical Engineering Honor Society
- **Phi Sigma Rho** Engineering and Engineering Technology Sorority
- **Pi Tau Sigma** Mechanical Engineering Honor Society
- **SASE** Society of Asian Scientists and Engineers
- **SEEM** Social of Engineering Education and Mentorship
- **SES** Subsea Engineering Society
- **SHPE** Society of Hispanic Professional Engineers*
- **SPE** Society of Petroleum Engineers
- **SWE** Society of Women Engineers
- **Tau Beta Pi** The Engineering Honors Society
- **Triangle Fraternity** Social Fraternity for Engineers, Architects and Scientists
- **UH Robotics Team**

* Nationally recognized chapters
**WHAT KIND OF LAPTOP SHOULD I GET?**

**5 THINGS TO LOOK FOR:**

1. **SSD** is the preferred storage for faster load times.
2. Lightweight laptops...you’ll be carrying it A LOT!
3. **RAM>4GB** will allow your computer to multitask.
4. At least 2 USB ports to connect external devices.
5. At least a 1.4 GHz processor for heavy programs such as MATLAB.

**A FEW EXAMPLES INCLUDE:**

<table>
<thead>
<tr>
<th>COMPUTER*</th>
<th>MACBOOK AIR</th>
<th>DELL XPS 13</th>
<th>LENOVO YOGA 900</th>
<th>ASUS ZENBOOK UX305UA</th>
<th>DELL INSPIRON 15 5000</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPU</td>
<td>1.8GHz i5 Processor</td>
<td>3.4GHz i5 Processor</td>
<td>4.00 GHz i7 Processor</td>
<td>4.0 GHz i7 Processor</td>
<td>3.5GHz i7 Processor</td>
</tr>
<tr>
<td>RAM</td>
<td>8GB</td>
<td>8GB</td>
<td>16GB</td>
<td>16GB</td>
<td>8GB</td>
</tr>
<tr>
<td>Storage</td>
<td>256 GB PCIe-Based SSD</td>
<td>256 GB</td>
<td>1TB PCIe-Based SSD</td>
<td>512 GB PCIe-Based SSD</td>
<td>256 GB PCIe-Based SSD</td>
</tr>
<tr>
<td>Weight</td>
<td>2.96 lbs</td>
<td>2.68 lbs</td>
<td>3.02 lbs</td>
<td>2.42 lbs</td>
<td>4.8 lbs</td>
</tr>
<tr>
<td>Ports</td>
<td>2 USB-3.0</td>
<td>2 USB-3.0</td>
<td>1 USB-3.0/2 USB-C</td>
<td>1 USB-3.1/2 USB-C</td>
<td>2 USB-3.0/1 USB-2.0</td>
</tr>
<tr>
<td>MSRP</td>
<td>$1,199</td>
<td>$1,199</td>
<td>$1,199</td>
<td>$1,700</td>
<td>$880</td>
</tr>
</tbody>
</table>

*The Cullen College of Engineering is not endorsing these laptops. These are examples of computers with specifications preferred by our engineering students.