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 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.

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.”

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.
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](http://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.

PROBATION-SUSPENSION POLICY

Minimum GPA to stay in good standing:

![2.00 UNIVERSITY 2.25 ENGINEERING](image)

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:


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.
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

Please refer to the academic calendar for the specific dates.

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 W’s throughout their undergraduate career at any public institution in Texas; courses dropped prior to the Fall 2007 semester are not counted towards the 6 W’s.

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 W’s 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

GPA = \( \frac{\sum (\text{CREDIT HOURS}) \times (\text{GRADE POINTS})}{\sum (\text{CREDIT HOURS})} \)

GRADE POINT AVERAGE (GPA)

Dean’s List \( \Rightarrow \) 3.5 GPA for more than 12 hours

Improvements in GPA become more difficult as the number of courses you take increases.
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.

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 Biology</td>
<td>3</td>
<td>BIOL 1361, 1161 BIOL 1362, 1162</td>
<td>8</td>
</tr>
<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</td>
<td>POLS 1337</td>
<td>3</td>
</tr>
<tr>
<td>AP US Government and Politics</td>
<td>4 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
- Please see your advisor for additional details

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/ and select the Undergraduate Transfer Credit Petition.
2. If seeking a core class to be transfer 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 this 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.

www.egr.uh.edu/academics/requirements/majorchangeform
# ADVISING AND ENROLLMENT

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. Charlotte Waits</td>
<td><a href="mailto:ckwaits@uh.edu">ckwaits@uh.edu</a></td>
<td>713-743-3750</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 Alice Dr. Reagan Herman</td>
<td><a href="mailto:civil@egr.uh.edu">civil@egr.uh.edu</a> <a href="mailto:rherman@uh.edu">rherman@uh.edu</a></td>
<td>713-743-7204</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>Petroleum Engineering</td>
<td>Dr. Yaping Wang</td>
<td><a href="mailto:ypwang@uh.edu">ypwang@uh.edu</a></td>
<td>713-743-9076</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>Cyrena Edwards-Bell</td>
<td><a href="mailto:cedwards@uh.edu">cedwards@uh.edu</a></td>
<td>713-743-4500</td>
</tr>
<tr>
<td>Industrial Engineering</td>
<td>Anne Sturm Trina Johnson</td>
<td><a href="mailto:masturm@uh.edu">masturm@uh.edu</a> <a href="mailto:tajohnson@uh.edu">tajohnson@uh.edu</a></td>
<td>832-842-4848 832-842-4838</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.

- Academic Counseling
- Peer Tutors
- Success Workshops
- Study Groups
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 is open to all students in the Cullen College of Engineering and our mission is to provide a positive learning environment that supports the needs of undergraduate students. 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

Dr. Jerrod A. Henderson
Director
E316, Engineering Building 2

Minerva Carter
Senior PROMES Program Manager
E316, Engineering Building 2

Dr. Brandon Green
PROMES Program Manager
E316, Engineering Building 2

Scholarships and internships
Fun social and award events throughout the year
PROMES sponsored workshops
Smaller classes for ENGR 1100 and ENGI 4198
Partnership with engineering student organizations

Workshops
- Workshops are peer-lead 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. Brandon Green, bgreen3@central.uh.edu

WATCH OUR VIDEO AT: youtu.be/m5DT2gD4RNA
ENGINEERING CAREER CENTER

How we help...

- Provide career counseling
- Assist with planning & achieving career goals
- Help identify internships and careers
- Resumé & cover letter reviews
- Interview preparation
- Coordinate career fairs
- On-campus interviews
- Organize networking events
- Manage the UH 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. Schedule appointments, RSVP for career events, and participate in workshops offered by the Engineering Career Center on eCONNECTION.

RESOURCES

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 and research 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 or research. Your Engineering Career Center team is here to help!

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

Office Hours and Location:
Monday-Friday 8am-5pm
Cullen College of Engineering, Bldg. 2, Room E312
(713) 743-4230
LinkedIn: linkedin.com/in/UHeConnect
Twitter: @UHeConnect

career-epr.uh.edu
ENGINEERING UNDERGRADUATE PROGRAM OFFICE

SUITE E316, ENGINEERING BUILDING 2

The Engineering Undergraduate Program Office Handles the Following Affairs:

- 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 page 16-17
- Readmission
- Reinstatement
- 3rd and 4th Attempts
- Transfer Credit for more information, see page 12
- UHin4 (for engineers) for more information, see next page
- Readmission
- Reinstatement
- 3rd and 4th Attempts
- 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

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!

Consult your advisor for additional time management guidance.

---

**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
- **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*
- **IISE** Institute of Industrial and Systems 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

* 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>SURFACE BOOK 2</th>
<th>DELL INSPIRON 14 5481</th>
<th>LENOVO THINKPAD X1 CARBON GEN 7</th>
<th>DELL XPS 15</th>
<th>ASUS ZENBOOK 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPU</td>
<td>3.6 GHz 15th Gen</td>
<td>3.9 GHz 15th Gen</td>
<td>3.9 GHz 15th Gen</td>
<td>4.5 GHz 15th Gen</td>
<td>4.6 GHz 15th Gen</td>
</tr>
<tr>
<td>RAM</td>
<td>8GB</td>
<td>8GB</td>
<td>8GB</td>
<td>8GB</td>
<td>16 GB</td>
</tr>
<tr>
<td>Storage</td>
<td>256 GB</td>
<td>256 GB SSD</td>
<td>256 GB SSD</td>
<td>256 GB SSD</td>
<td>1TB SSD</td>
</tr>
<tr>
<td>Weight</td>
<td>3.38 LBS</td>
<td>3.84 LBS</td>
<td>2.4 LBS</td>
<td>4 LBS</td>
<td>2.78 LBS</td>
</tr>
<tr>
<td>Ports</td>
<td>2 USB/1 USB-C</td>
<td>2 USB/2 USB-2</td>
<td>2 USB</td>
<td>2 USB</td>
<td>1 USB3.1/1 USB 2.0/USB-C</td>
</tr>
<tr>
<td>MSRP</td>
<td>$1,299</td>
<td>$629.99</td>
<td>$1,289.40</td>
<td>$1,379.99</td>
<td>$1,399</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.

For more information, please go to [egr.uh.edu](http://egr.uh.edu)
follow us

@uhengineering
UNIVERSITY of
HOUSTON
CULLEN COLLEGE of ENGINEERING

Engineering Undergraduate Programs Office
Engineering Building 2
4722 Calhoun Road, Suite E316
Houston, TX 77204-4009