

Blueprints 2021

College of Engineering
Student Academic Services (SAS) Office
Song Choi, Assistant Dean
Jill Nakatsu, Director of Academic Affairs



Admissions Checklist

<https://manoa.hawaii.edu/admissions/accepted/>

- **New Student FAQ**

<https://manoa.hawaii.edu/moving-forward/new-student-faqs/>

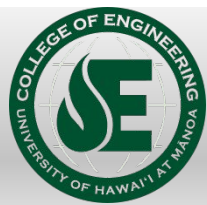
COVID vaccines/testing and protocols
Student services
Health and Well-being
Counseling
Dining
Facilities
Student employment



- Health Clearances - uhs@hawaii.edu (808) 956-8965
 - https://www.hawaii.edu/shs/health_clearance/
- Student ID
 - <https://manoa.hawaii.edu/onecard/index.html>



Online & Hybrid Courses

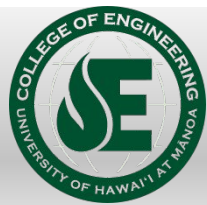


- All listed class meetings and times are required unless instructor tells you otherwise
- Check your class times and location in STAR GPS
 - Synchronous - meeting online at specified time as listed in STAR
 - Asynchronous - lectures posted for viewing at non specific time, listed as TBA time in STAR
 - Hybrid - both online and in-person meetings
- Email will be extra important! Your instructor's name and email listed in STAR GPS.
- Lulima - UH Learning Management System - laulima@hawaii.edu

Students should email their instructor if they have any questions about the course. And if they cannot reach the instructor email the department office/chair.

(Ex. Email math department if they cannot reach their math class instructor)

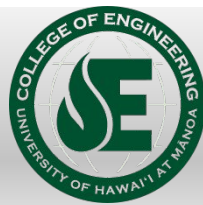
Course Materials, Times, Delivery, Exams



- Books and Materials
 - <https://www.bookstore.hawaii.edu/manoa/>
 - Some instructors have moved to online resources and ebooks and will go over how to get these materials during the first classes.
- Course Times
 - If you are unsure of the course times listed in STAR clarify with your instructor.
- Accessing online lectures
 - If you add a course late or do not receive information by email on how to attend your online course please email your instructor by the end of this week.
- Exam requirements for online courses
 - Some courses may require online exams to be completed by webcam or at approved testing locations. Instructors will go over this during the first classes.

Students should email their instructor if they have any questions about the course. Your instructor's name and email listed in STAR GPS.

Registration Holds

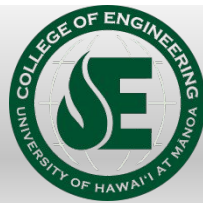


- List of common holds - <https://www.hawaii.edu/myuhinfo/holds/>
 - **Health Clearance** - https://www.hawaii.edu/shs/health_clearance/
 - **Final Official Transcripts** - Work w/ Admissions Office manoa.admissions@hawaii.edu
- Check STAR for holds. They will show in red near top of the webpage.
- Make note of the campus affected, the effective date, and the office that placed the hold and their contact. Only the office that placed the hold can remove it for you, work with them directly if you are unsure of what you need to do.

The following hold at All Campuses and Degree Levels: Health Clearance Waiver, beginning APR-05-2021, with reason: Limited to Online Classes Only. Please contact Manoa Health Services 956-8965.

The following hold (Will not restrict you from registering currently however if it is not resolved by Jul 01, 2021 , you will be restricted from registering from that point onwards) at All Campuses and Degree Levels: Tdap Clearance Hold, beginning JUL-01-2021, with reason: Tdap Clearance Due 7/1/2021. Please contact Manoa Health Services 956-8965.

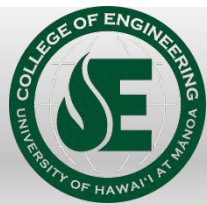
Academic Calendar/Deadlines



<https://manoa.hawaii.edu/registrar/academic-calendar/fall-2021/>

Tuition Deadline	August 19, 4pm (HST)
Last day to Add courses in STAR Last day for 100% tuition refund	August 31 by 4:00PM (HST)
Last day to Drop courses <u>without</u> a W grade Last day for 50% tuition refund	September 14 by 4:00PM (HST)
Last day to Drop courses <u>with</u> a W grade (requires drop form signed by instructor and college)	November 1 by 4:00PM (HST)
Holidays	various

Catalog & Class Availability



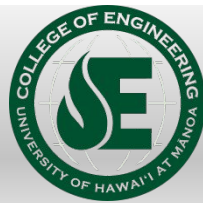
UHM Catalog 2021-2022

- <https://manoa.hawaii.edu/catalog/>
- Important resource for the following:
 - **Calendar - deadlines and holidays**
 - **Courses - course descriptions and prerequisite requirements**
 - **Undergraduate - policies on credits, grades/gpa, grade replacements, academic actions, final exams, withdrawing, general education requirements, etc.**

Class Availability

- <https://www.hawaii.edu/myuhinfo/class-availability/>
- Important resource for viewing classes available at UH campuses
 - Clicking on course CRN will show more detailed information about that course and the deadlines for dropping with refunds.

Tutoring



Learning Emporium & Learning Assistance Center

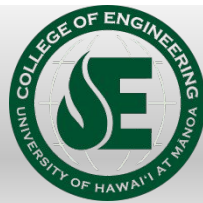
- <https://natsci.manoa.hawaii.edu/learning-emporium/>
 - Math, Chemistry, Physics
 - Academic Coaching (time management, study habits)
- <http://manoa.hawaii.edu/undergrad/learning/>
 - Math, Chemistry, Physics
 - Academic Coaching (time management, study habits)

College of Engineering Honor Society Tutoring

- Eta Kappa Nu (HKN), Chi Epsilon (XE), Pi Tau Sigma (PTS)
 - Engineering courses



Curriculum



Curriculum Check Sheets

- Includes all general education & engineering requirements needed for graduation
- Rigid & Prerequisite driven curriculum (important to pass courses w/ appropriate grades in order or risk delaying graduation, not many electives)
- <https://www.eng.hawaii.edu/students/current-students/curriculum>

Sample Freshman Schedule

First Semester (Fall) - 14 credits

- **ENG 100** (3) Composition I
- **HIST 151** (3) World History
- **CHEM 161** (3) General Chemistry I
- **CHEM 161L** (1) General Chemistry Lab I
- **MATH 241** (4) Calculus I

Second Semester (Spring) - 16 credits

- **EE 160** (4) Engineering Programming
- **PHYS 170** (4) General Physics I
- **PHYS 170L** (1) General Physics I Lab
- **MATH 242** (4) Calculus II
- **CHEM 162** (3) General Chemistry II



CURRICULUM CHECK SHEET
August 2021

The program of courses listed below satisfies the ABET accreditation criteria of 30 credits of mathematics and basic sciences, 45 credits of engineering sciences and engineering design. Any deviations must be approved by the student's advisor, department chair, and dean. The University General Education Core and graduation requirements for Engineering are included.

ALL COURSES MUST BE TAKEN FOR LETTER (A-F) GRADES

LOWER DIVISION

FRESHMAN

SOPHOMORE

Eng 100 (FW)	3	Math 242	4	CEE 270	3	CEE 271 or ME 271	3
Math 241 (FQ)	4	Phys 170 (DP)	4	Math 243	3	Math 244	3
Chem 161 (DP)	3	Phys 170L (DY)	1	Phys 272 (DP)	3	Econ 120, 130 or 131 (DS)	3
Chem 161L (DY)	1	Chem 162 (DP)	3	Phys 272L (DY)	1	Math 302 or 307	3
FG	3	EE 160	4	EE 211	4	COMG 251 (DA)	3
				ME 213	3	FG	3
H Focus (1)		E Focus (1)		O Focus (1)		W Focus (5)	

UPPER DIVISION

ME 311	4	ME 322	4	ME 422	4	ME 482	3
ME 331	3	ME 341	4	ME 481	4	TE	3
ME 360	3	ME 372	3	Phys 274	3	DH or DL	3
ME 371 or CEE 370	3	ME 375	4	TE	3	DS	3
ME 374	3			TE	3		

ELECTIVES

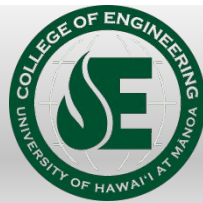
TE: Technical Electives (9 credits)

Three courses that can be selected from ME 400-level technical electives (3), one of which can be replaced with a non-ME course (3) (with approval from Dept. Chair) or Biol 171 without approval; and a second that can be replaced with an ME 600-level course (3) (3.00 GPA minimum and approval from Dept. Chair) or ME 499 (3) (w/approval from Dept Chair).

NOTES

1. Please refer to General Education Core Requirements in UH Manoa Catalog for Diversification (DH, DL, DS) and FG Foundation Courses.
2. Math 251A/252A/253A may be substituted for Math 241-244 above.
3. Chem 181/181L or Chem 171/171L may be substituted for Chem 161/161L and Chem 162 above.
4. Writing Intensive (W) required - 5 courses (minimum of 2 in upper division).
5. One course each required for Hawaiian, Asian &

Mandatory Advising



Advising is **mandatory** each semester
for all continuing engineering students

Deadlines and Information on how to complete mandatory advising posted
on the CoE website.

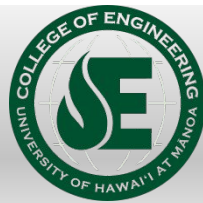
<https://www.eng.hawaii.edu/students/current-students/mandatory-advising/>

Fill out advising form and meet with your assigned engineering advisor
once **each** semester during advising season. ~Oct during the Fall and
~March during the Spring.

!Hold preventing registration if mandatory advising not completed by deadline!



Mandatory Advising



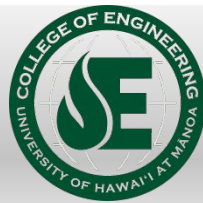
Student Responsibility

It is the student's responsibility to review their curriculum check sheet to do their best to lay out their next courses, look up prerequisites for the courses, fill out their advising forms, and schedule their advising with their advisor.

Advisors will assist the student with the following

- Checking over the Course Schedule and Credit load that the student laid out
- Make suggestions to help students stay on track towards graduation
- Review Curriculum Check Sheet and STAR for discrepancies
- Academic/Life Balance
- Provide support resources and/or advice for students struggling with courses or other issues
- Answer student questions about student's future goals in engineering (Projects, Research, Career, Industry, Graduate School, etc.)

Academic Actions



The College of Engineering requires a **2.0 cumulative GPA** and **2.0 major GPA** to **maintain good standing** and to graduate.

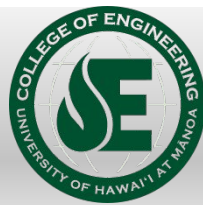
Cumulative GPA is based on all courses taken at UHM. Previous colleges GPAs and grades earned at other campuses do not factor into your Cumulative GPA at UHM.

Major GPA is based on all **300+** level **math, science, and engineering** courses taken at UHM.

After you have earned your first grades at UHM, the cumulative and major GPAs are listed in STAR on the top left of the Academic Essentials page.



Academic Actions



The College of Engineering requires a **2.0 cumulative GPA** and **2.0 major GPA** to **maintain good standing** and to graduate.

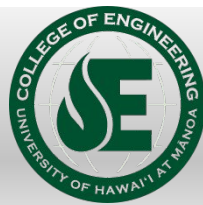
Probation: Cumulative and/or Major GPA fall below 2.0. May affect ability to receive financial aid.

Suspension: While on Probation the student's Semester GPA falls below 2.0. Will not be able to attend UHM for 1 semester and will need to reapply to return.

Dismissal: After returning from Suspension and while on Probation the student's Semester GPA falls below 2.0. Will not be able to attend UHM for 1 year and will need to reapply to return to UHM but may not be reaccepted to engineering major.



Accepted to the Pre-Engineering (PREN) major



Students are accepted into the Pre-Engineering (PREN) major if they did not meet the High School or Transfer student admissions requirements.

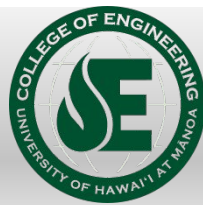
As a pre-engineering student, you are a part of the College of Engineering

- Advising with an engineering advisor
- Notification of all engineering events/opportunities
- Access to the 100 and 200 lvl engineering courses for which you meet prereqs (otherwise they are major restricted to non-engineering students)

Pre-Engineering majors need to be declared before they can take the 300 level engineering courses.



PREN requirements to declare



Successful completion of the following:

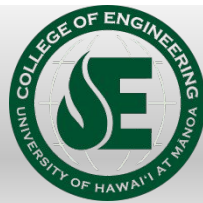
- Eng 100
- Math 241 and 242
- Chem 161/161L and Chem 162 (or Chem 171/171L)
- Phys 170/170L
- overall GPA of 3.0 at UHM

Typically takes a year to finish these requirements from the time you start Math 241. These courses are required for all engineering majors.

AFTER successful completion of the above requirements, students can declare by filling out a transfer request form through the Student Academic Services Office (enr@eng.hawaii.edu).



Reminders



The following forms that require academic advisor signature should be emailed to the CoE SAS office (enr@eng.hawaii.edu).

- Financial Aid Forms
- ROTC Forms
- VA Certification Forms
- Late Registration Forms
- Leave of Absence Forms

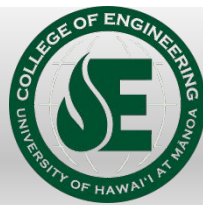
**Questions regarding Financial Aid or Health Clearances
should be directed to those offices.**

UHM Financial Aid - <https://www.hawaii.edu/fas/>

UHM Health Services - <https://www.hawaii.edu/shs/about/contact.php>



Reminders



Wear your Masks while indoors on campus!

Use LumiSight UH Daily Check-in before coming to campus

LumiSight UH App for Apple or Google phones

LumiSight UH Webpage: uh.campus.lumisight.com

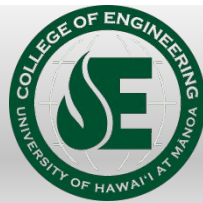
Visit the UHM Covid website for any updates regarding vaccines, travel, facilities, student fees, etc. affected by the pandemic.

<https://manoa.hawaii.edu/covid19/>

Take care and stay safe!



Contact Us



College of Engineering
Student Academic Services (SAS) Office

Holmes Hall 250

engr@eng.hawaii.edu

808-956-8404

<https://www.eng.hawaii.edu/incomingstudents/>

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