



COLLEGE OF ENGINEERING
UNIVERSITY *of* HAWAII *at* MĀNOA

UNDERGRADUATE HANDBOOK

2023-2024 edition

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Aloha!

This University of Hawai'i at Mānoa College of Engineering (CoE) Undergraduate Handbook provides information for incoming students and continuing students.

For **incoming students**, it includes helpful sections regarding placement exams, AP credits, transfer credits, planning first semester courses, and advising. Information about all CoE majors is included. In addition, the remaining sections of the Handbook are helpful for navigating your degree program.

For **continuing students**, information about college academic policies, mandatory advising, curriculum and general education requirements, design project requirements, and graduation are included.

Whether you're starting your first semester or continuing your degree plan, the College of Engineering Undergraduate Handbook will guide you through your journey.

Please contact the CoE Student Academic Services (SAS) Office if you have any questions.

CoE Student Academic Services (SAS) Office

Location: Holmes Hall 250

Email: engr@eng.hawaii.edu

Phone: (808) 956-8404

Website: www.eng.hawaii.edu/students/saso/

Book an appointment on STAR Balance with a College of Engineering Academic Advisor:

star.hawaii.edu/appointment/login.jsp?groupId=engr

Please see the SAS office page for information on which advisor to schedule with based on your situation. www.eng.hawaii.edu/students/saso/

Incoming Engineering Students (*applied and/or been admitted to an engineering major*)

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A. Engineering Majors and Curriculum

The College of Engineering (CoE) currently offers the following majors in the Bachelor of Science (BS):

- Civil Engineering (CE)
- Construction Engineering (CNST)
- Computer Engineering (CENG)
- Electrical Engineering (EE)
- Engineering Science (ENGS)
- Mechanical Engineering (ME)
- Pre-Engineering (PREN)
 - Pre-engineering majors work on taking all of the lower division (freshmen/sophomore) coursework towards their intended engineering major. See section 5 of this handbook: [Pre-Engineering](#).

The curriculum checklist for each major can be found on the college of engineering website below.

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

The curriculum checklist includes all of the degree requirements and is sequenced in the recommended course order. As the student completes courses they can check off the appropriate boxes and review what they still need to take. It also includes notes that describe courses that fulfill the major specific engineering electives and accepted substitutions.

The checklists are updated each academic year. Students are responsible for the checklist of the year that they are accepted into their final engineering major. Pre-Engineering students should follow the checklist of the major that they intend to declare.

A breakdown of the engineering requirements and general education requirements listed on the curriculum checklists is provided in section 4 of this handbook: [Engineering Curriculum](#).

B. Placement Exam - Math

Importance of Math for Engineering majors

- Math is very important towards making timely progress in any engineering degree.
- All engineering students will need to earn credits for the entire calculus series (Math 241-244 or Math 251A-253A) and should **work on math right away in their first semester**.

How to enroll in a Math course

- All students **must** place into a Math course through any of the following:
 - AP Exam scores
 - SAT Math or ACT Math scores
 - Previous college precalculus or calculus credits
 - Taking the UHM Math placement exam
- See the next sections to find appropriate scores/grades needed for the first Math course
- Students cannot register for the first Math course based on high school math course grades.

Tip!

Students will encounter a prerequisite registration error when registering for the Math course without either the proper AP/college credits or the placement exam results posted to their record.

Math Placement Exam

- Information about how to take the UHM Math Placement Exam can be found on the Math Department website: <https://math.hawaii.edu/wordpress/placement-exam/>
- In-person (at UHM campus) and Online options for the exam are available.
- Repeat policy for Math placement is explained on math website (*usually only one chance*)
- Math placement exam scores take 2-3 business days to post into a student's STAR account. If the score is not posted after this timeframe, contact the math department: office@math.hawaii.edu

Tip!

The Math placement exam can **only be taken once** during specific time frames. It is important to **be prepared** for this exam. It is highly encouraged to take the **practice exam** questions located on the math placement website. The placement exam is designed to determine the appropriate level to start with based on a student's current math knowledge.

Who needs to take the Math Placement Exam?

- Unless a student has or is expecting AP exam credits for Calculus as listed in the AP exam table below, or has taken the equivalent of UHM's precalculus or calculus courses in the table below, they will need to take the Math placement exam.

What if I have AP Calc AB or BC scores pending?

- AP exam results do not get released until later in summer (~July).
- You may want to take the Math placement exam even if you think you will pass the AP exam.
- Taking the math placement will allow you to register for a math course before seats get filled. If you find later that your AP scores place you into a higher math course, you can adjust your class registration at that time.

Tip!

Once you receive your official score, contact the Math dept at office@math.hawaii.edu with a copy of your score to ask for the override to register for the appropriate course.

When should I take the math placement exam?

- Math placement exam result is needed to register for a Math course.
- Sign up for the placement exam before registration begins, if possible.
 - Fall registration begins in ~ late May
 - Spring registration begins in ~ late November/early December
- Registration continues through the first weeks of the semester, but students should take the placement exam as soon as they are prepared.

Tip!

The highest placement earned based on all placement exam results, AP/SAT/ACT scores, or college credits is the one recognized by the system.

Which math course should I take?

See the following AP, SAT/ACT, Placement Exam, and College Credit tables to find which Math course to register.

AP Exam	Score	Course credit earned	Math course to register for
Calculus AB	4 or 5	Math 251A** (equivalent to Math 241)	Math 242 or 252A**
	3	None	Math 241
Calculus BC	4 or 5	Math 251A** and 252A** (equivalent to Math 241 and 242)	Math 243 or 253A**
	3	Math 251A** (equivalent to Math 241)	Math 242 or 252A**
If the score hasn't been posted to your STAR account yet, contact the Math dept at office@math.hawaii.edu with a copy of your score to ask for the override.			

SAT or ACT Exam	Score	Math course to Register for
SAT	760+	Math 251A** or Math 241
	730+	Math 241
ACT	33+	Math 251A** or Math 241
	31+	Math 241

If you have these scores contact the Math dept at office@math.hawaii.edu with a copy of your score to ask for the override.

UHM Math Placement Exam Score	Math course to Register for
4	Math 251A** or Math 241 (For Math 251A, contact the Math department at office@math.hawaii.edu or by telephone 808-956-4679)
3	Math 241
1 or 2	Math 140*
0	Math 134*

Previous College Credit (early college or transfer credit)	Grade required	Math course to Register for
Any of Math 241, 242, or 243	C or better (not C-)	Next Math course in the standard calculus series listed below
Math 140	C or better (not C-)	Math 241
Math 134	Passed	Math 140*

Look up the college/univ that you took your previous math courses at in the UH System Transfer Database. If you have the equivalent of any of the above courses in this table proceed with the suggested course to register for. <https://www.sis.hawaii.edu/uhdad/CourseTransfer.home>

***Pre-calculus courses: Math 134 → Math 140 → start calculus series**

- Math 134 - Enroll in this course if you take the placement exam and do not place into Math 140 or higher. After passing this course you are able to then move onto Math 140.
- Math 140 - Enroll in this course if your placement exam score is 1 or 2 or if you have earned previous college credit for Math 134. After passing this course with a C or better you would be able to move onto Math 241.

Tip!

Math 134 and Math 140 will not automatically show up with course placeholders in STAR. You may add those math courses as a Personal Choice on the STAR GPS registration page, or your engineering advisor can help add the placeholder.

Standard 4 semester calculus series: Math 241 → Math 242 → Math 243 → Math 244

- This is the standard sequence of calculus courses that shows on the curriculum check sheet.

Tip!

Students should **not** take any other calculus courses like business calculus (Math 203) or applied calculus (Math 215) as they do **not** count towards the engineering degree.

****Honors / Accelerated 3 semester calculus series: Math 251A → 252A → 253A**

- Students with a high enough score on the math placement, SAT, ACT, or AP exam, (see tables above) may consider taking the accelerated calculus series. This series completes calculus in 3 semesters total rather than the standard 4 semesters.
- To enroll in this series, contact the Math Director of Undergraduate Studies at office@math.hawaii.edu

Tip!

If you place in the Honors/Accelerated Math series, the College of Engineering highly recommends trying it. If you are unsure or want to learn more about what makes it accelerated contact the Math department to discuss.

C. Placement Exam - Chemistry

How to enroll in a Chemistry course

- All students **must** place into a chemistry course through any of the following:
 - AP Exam scores
 - Previous college chem course credits
 - Taking the UHM Chemistry placement exam
- See the next sections to find appropriate scores/grades needed for the first chemistry course
- Students cannot register for the first chemistry course based on high school chemistry course grades.

Tip!

You will encounter a prerequisite registration error if you try to register for the chemistry course without either the proper AP/college credits or the placement exam results posted to your student record.

Chemistry Placement Exam

- Information about how to take the UHM Chemistry Placement Exam can be found at the Chemistry Department website:
<http://manoa.hawaii.edu/chem/academics/undergraduate/placement-exam/>
- The chemistry placement is only offered Online.
- Repeat policy for chemistry placement is explained on the chemistry placement website.
- Chemistry placement exam scores take 2-3 business days to post into a student's STAR account. If the score is not posted after this timeframe, contact the chemistry department:
chemreg@hawaii.edu

Tip!

If you do not pass the exam on the first try, you must **wait at least 24 hours** before trying again. Taking it before the 24 hour period is up will void the second chance.

Who needs to take the chemistry placement exam?

- Unless a student has or is expecting AP exam credits for Chemistry as listed in the AP exam table below, or has taken the equivalent of UHM's chem courses in the table below, they will need to take the Chemistry placement exam.

What if I have AP Chem scores pending?

- AP exam results do not get released until later in summer (~July).
- You may want to take the Chemistry placement exam even if you think you will pass the AP exam.
- Taking the chemistry placement earlier will allow you to register for a chemistry course before seats get filled. If you find later that your AP scores place you into the next chemistry course you can adjust your class registration at that time.

Tip!

Once you receive your official score, contact the Chemistry dept at chemreg@hawaii.edu with a copy of your score to ask for the override.

When should I take the Chemistry placement exam?

- Chemistry placement exam result is needed to register for a Chemistry course.
- Sign up for the placement exam before registration begins, if possible
 - Fall registration begins in ~ late May
 - Spring registration begins in ~ late November/early December
- Registration continues through the first weeks of the semester but students should try to take the placement exam as soon as they are prepared.

Which chemistry course should I take?

AP Exam	Score	Course credit earned	Chem course to register for
AP Chemistry	5	Chem 161/161L and 162	None. Student has earned credit for all of the chem courses that are required for the engineering curriculum.
	4	Chem 161/161L	Chem 162

UHM Chemistry Placement Exam Score	Chem course to register for
20/25 or better	Chem 171/171L** or Chem 161/161L
16/25 or better	Chem 161/161L
8/25 – 15/25	Chem 131*
Below 8/25	none (review math skills and retake placement)

*Preparatory Chemistry course: Chem 131 → start Standard General Chemistry series

- After passing this course with a C or better you would be able to move onto Chem 161 and 161L
- Chem 131 does not have a lab.

Tip!

Chem 131 will not automatically show up with a course placeholder in STAR. You may add it as a Personal Choice on the STAR GPS registration page, or your engineering advisor can help add the placeholder.

Standard General Chemistry series: Chem 161 and 161L → Chem 162

- This is the standard sequence of calculus courses that is shown on the curriculum check sheet.

**Accelerated General Chemistry courses: Chem 171/171L

- Highly recommended for engineering students if they place into it.
- The Chem 171/171L will substitute for all of the Chem 161/161L and 162 requirements for engineering majors.
- Chem 171/171L is only offered in the Fall semester, and it is not guaranteed to be offered every Fall semester. It is offered at the discretion of the Chemistry Department.

Tip!

If you are pursuing medical school you will need Chem 161/16L and Chem 162/162L.

D. AP Exam Credits

The pdf linked below explains what you may receive credit for based on your AP exam scores. Math and Chemistry AP exam credits are explained in the previous placement exams sections.

<https://manoa.hawaii.edu/admissions/pdf/AP.pdf>

Course credits earned based on the above UHM AP factsheet may or may not fulfill requirements towards your engineering degree. Discuss credits earned with an advisor.

A yellow sticky note icon with a red pushpin at the top left corner, containing the word "Tip!" in bold black text.

Students will need to have their official AP exam scores sent directly from the College Board to UH Mānoa Admissions to have their credits entered on their UH Mānoa student record in STAR. AP exam scores usually do not reach UH Mānoa until sometime in July. It can take a few weeks to be updated in STAR contact [UHM Admissions](#) to check on status.

E. College Credits (Early College or Transfer Credits)

- The Office of Admissions handles transfer credit evaluations for college courses taken at other institutions/campuses.
- The student should have all of their previous college/university send the official transcript(s) with final grades for all their previous college coursework **directly to** [UH Mānoa Office of Admissions](#).
- Once Admissions receives the official transcripts, they will work with appropriate departments to evaluate equivalencies and enter the equivalent course credits onto the UH Mānoa student record in STAR.

A yellow sticky note icon with a red pushpin at the top left corner, containing the word "Tip!" in bold black text.

Students may look up their transfer credits using the UH System Transfer Credit Database linked below. The database only contains courses that were previously evaluated. If your course is not listed in the database, it will be properly evaluated when you submit your official transcripts to UHM Admissions. Contact an advisor if any questions arise.

<https://www.sis.hawaii.edu/uhdad/CourseTransfer.home>

F. Planning First Semester Courses

- Students need at least 12 credits to be considered full-time.
- **STAR GPS registration will make course recommendations based on the student's curriculum. But it won't take into account credit load and placement exam scores or AP/transfer credits until they are posted to your record. Work with your advisor to plan for your particular situation.**
- View [curriculum checksheets](#) to see all courses required for your degree. If you are in Pre-Engineering, view the checksheet for the major you intend to declare.

Incoming Freshmen Students

Example of first semester freshman schedule		
Type of Course	Example course	Credits
Math course: (based on placement or AP/College credits)	Math 241	4
Chemistry course: (based on placement or AP/College credits)	Chem 161 Chem 161L	3 1
General Education course: (see some options below)	*English (ENG) 100	3
General Education course: (see some options below)	Hist 151 (FG)	3
Engineering Freshman Seminar (optional):	**Engr 100	1
Total Credits		15 credits
<p><i>STAR GPS will not allow registration of math and chemistry courses without the placement exam score or AP/college credits posted to a student's STAR record. But students may and should register for all other courses as soon as their registration opens.</i></p>		

We recommend that incoming students prioritize taking the highest math and chem they place into, and add the Eng 100 and/or the other general education courses for a total of 12-15 credits in their first semester.

General education courses are flexible and can be replaced by any other general education requirement. Review the [general education section](#) for more details. Here are common general education courses that you could sign up for:

- Intro to Economics (DS) = Economics 120, 130 or 131
- Principles of Public Speaking (DA) = COMG 251
- Global & Multicultural Perspectives (FGA, FGB, FGC) = YOUR CHOICE

***English (ENG) 100** is only open to freshmen at UHM. Students must complete Eng 100 in their freshman year (before they reach 30 credits) or they will need to take it during summer school or at a community college.

Tip!

English 100 (Eng 100) classes fill up quickly so if you cannot get a seat for Fall, you should plan to take it in the Spring semester of freshman year and replace it with another General Education course.

****Engr 100** is our Engineering Freshman Seminar course which is an optional (not considered “in plan” by STAR but highly recommended to take) 1 credit, CR/NC (credit/no credit) course intended to familiarize incoming freshmen with college academic success, career preparation, and the engineering disciplines. It is highly encouraged to take this course in addition to the Math, Chem, and other general education courses.

Tip!

Engineering 100 (Engr 100) is highly encouraged for first time freshmen engineering students. We use this course to build community amongst our engineering freshmen and connect them with upper classmen, faculty, and the college of engineering.

Incoming Transfer Students

Transfer students enter the program at any point in the curriculum, which is determined by the transfer credits they receive as evaluated by UHM. **It is critically important for transfer students to have their previous colleges/universities send their final official transcripts directly to UHM Admissions.** This begins the transfer credit evaluation process by UHM Admissions.

STAR GPS will not allow registration of courses that require prerequisites until the transfer credits for those prerequisites are posted to a student's STAR record. The posting of transfer course credits is handled by the UHM Admissions.

1. Be sure official transcripts were sent to UHM admissions directly from previous schools.
 - a. If unsure if the transcripts were received or it is taking long to see your credits, contact UHM Admissions for an update.
 - b. Academic advisors will have difficulty assisting with course plans without the transfer credits posted in STAR.
2. Login to STAR and check to see if the transfer credits are showing on the Transcript.
3. Try planning yourself! Get the appropriate major check sheet and check off the boxes for the courses that you see you received credit for on the STAR transcript.
4. Meet with an academic advisor to discuss your transfer credits and curriculum, and plan your next courses.
 - a. STAR Balance Appointments: star.hawaii.edu/appointment/login.jsp?groupId=engr
 - b. ***In STAR Balance select any Engineering Advisor with Non-Freshmen/Transfer label***
5. ***STAR GPS registration will make course recommendations based on the student's curriculum. But it won't take into account credit load and placement exam scores or AP/transfer credits until they are posted to your record. Work with your advisor to plan for your particular situation.***

----- End of Incoming Engineering Student Section -----

Continue on to important information for all new and continuing engineering undergraduate students.

1. Academic Calendar & Deadlines

Important University-wide Dates and Deadlines are listed on the UHM Academic Calendar which is available and updated by the UHM Office of the Registrar.

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

Deadlines are important and are strictly enforced by the University and College of Engineering. The University and College only accept appeals for extenuating circumstances. Approval of appeals are not guaranteed.

2. Academic Policies

Grade Policy (Very Important)

All courses that fulfill degree requirements (including all general education requirements and engineering requirements) **need to be taken as A-F grading** at whichever campus you are taking it. All courses or requirements that show up on your [curriculum check sheet](#) need to be taken for A-F letter grade. CR (credit) or P (passing) grades will not count towards the degree and will prevent graduation.

The only exception to this is that the College of Engineering recognizes CR grades earned during the Spring 2020 semester as fulfilling degree requirements due to mid-semester disruption of courses because of the COVID-19 pandemic.

UHM catalog

The UHM catalog includes information about all degree programs, undergraduate general education requirements, campus and academic policies, tuition, and course descriptions and prerequisites. The catalog is updated each academic year. <https://manoa.hawaii.edu/catalog/>

Academic Integrity and Honesty

The University has a student code of conduct that must be adhered to by the student. The code of conduct includes policies on cheating, plagiarism, or other forms of academic dishonesty. Please see the student code of conduct on the UHM website below.

http://studentaffairs.manoa.hawaii.edu/policies/conduct_code/

Reporting and investigation of academic dishonesty or other violations of the code is done through the Office of Student Conduct. If found in violation, the resulting sanction(s) may include expulsion from the University. http://www.studentaffairs.manoa.hawaii.edu/departments/student_conduct.php

Students in violation of the guidelines in any College of Engineering courses face immediate disciplinary actions at the discretion of the instructor, but may result in reporting to the Department, College, and/or the Office of Student Conduct. If found in violation, the resulting sanction(s) may include expulsion from the University. Guidelines are listed at the following CoE webpage.

<https://www.eng.hawaii.edu/students/current-students/guidelines/#edevice>

COE requirements for Good Standing

Undergraduate engineering students are subject to the policies of academic probation, suspension, and dismissal of UH Mānoa as specified in the Catalog.

<https://manoa.hawaii.edu/catalog/undergrad/>

*In addition to the UH Mānoa requirements, engineering students are required to maintain 2.0 or higher in both the **cumulative** GPA and **major** GPA for Good Standing. If either the cumulative or major GPA falls below a 2.0, the student will be placed on academic probation.*

Academic Probation, Suspension Dismissal

Students are placed on academic **probation** if either or both of the *cumulative* and *major* GPAs fall below a 2.0. While on probation, students may continue in courses but must then maintain a *semester* GPA of 2.0 or higher for each probationary semester to continue. Failure to meet any of the above conditions may result in suspension or dismissal.

Suspended students may not take courses for one semester at UH Mānoa and must reapply for admission through the UH Mānoa Admissions (fill out the transfer application) within specified deadlines for the semester of return. Students who do not take courses after being suspended for the required one semester are eligible to be readmitted to the College of Engineering. Suspended students who attend another institution (including other UH system campuses) will be considered “transfer” students when reapplying to UH Mānoa and must meet the transfer requirements of the College of Engineering.

Dismissed students will not be able to take any courses at UH Mānoa for one year and will need to reapply to return. After being dismissed, the student is encouraged to take courses at the community colleges to show a history of academic success before reapplying to UH Mānoa. Usually the student is not reaccepted to engineering but may appeal for readmission to an engineering major through the College of Engineering.

3. Academic Advising

Mandatory Advising Requirement

Advising is mandatory for all continuing engineering students each semester.

What happens during mandatory advising?

During advising season, students must fill out their advising form, discuss with their advisor, and get their form approved by their advisor before the posted deadline.

Not completing mandatory advising by the deadline posted on the website below will result in a registration HOLD on the student.

Steps to Complete Mandatory Advising

Follow the set of instructions that applies to your situation on the CoE webpage.

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

- Continuing in your current engineering major
- Changing majors to another engineering major (ex. ME major to EE major)
- Changing majors to another major outside of the CoE (ex. CE major to Biology major)

Academic Advisor vs. Faculty/Major Advisor

Academic Advisor (college advisor) - Professional advisors in the College of Engineering who help all levels (freshmen - senior) of engineering students with the following:

- Mandatory Advising (Pre-Engineering majors)
- General overview of engineering majors and career pathways
- Understanding the general education requirements and engineering requirements
- Approvals/Signatures for financial aid, VA, and all university forms
- Preparing for graduation
- Getting linked with campus support services
- General problem-solving

Faculty Advisor (major advisor) - Professors from an engineering department who are assigned to declared engineering students to advise on the following:

- Mandatory Advising (for declared majors)
- Career and research interests and questions
- Selecting a track or an optional concentration
- More about major specific engineering courses and engineering projects/electives

Who is my Faculty Advisor?

Your Faculty Advisor's name and email address are provided on the CoE Advising Website <https://apply.eng.hawaii.edu/advising/>.

- They may have posted instructions on the CoE Advising Website about how to set up an advising meeting. Otherwise, you can email them about how to set up an advising meeting.

What should I discuss with my advisor?

- Your current courses and next courses
- Prerequisites and Fall/Spring only courses
- Discrepancies on your records
- Design Project courses
- Declaring a track or concentration
 - Civil Engineering tracks – General, Structures, or Sustainability
 - Electrical Engineering tracks – Electro-Physics or Systems & Data Science
 - Electrical Engineering optional concentration in Biomedical or Energy
 - Mechanical Engineering optional concentration in Aerospace
- Career and Research interests/questions

How do I plan my next classes?

1. **View your major curriculum check sheet.** The check sheets include all requirements to graduate and notes about your curriculum tracks and engineering elective options. The course requirements are laid out as a four year plan starting from calculus I (Math 241) in prerequisite order on the check sheet.
 - a. Declared Engineering students - see your personal check sheet on the [CoE advising website](#).
 - b. Pre-Engineering students - view the check sheet of the engineering major you are interested in pursuing at the link below. <https://www.eng.hawaii.edu/students/current-students/curriculum/#checksheets>

2. **View your transcript in STAR.** The STAR transcript will list all courses the student has taken and note the general education requirement fulfilled by each course (if applicable). Mark the boxes of all the courses you have completed or have in-progress on your check sheet to help you determine which courses are next on your check sheet.
3. **Check the Prerequisites for the courses you identified as next courses to take.**
 - a. Course prerequisites are listed in the course descriptions available in the UHM Catalog. <https://manoa.hawaii.edu/catalog/courses-overview/>
 - b. If you do not meet the prerequisite requirement to take the course, you should plan to take that prerequisite course instead.
 - c. *Pay close attention to prereq minimum grades requirements, if you get a C- or lower in a prerequisite that requires a C or better you will need to retake that course.*
4. **Add up the credits for your next courses and determine the amount of credits you want to take next semester.**
 - a. 12 credits is the minimum for full time status.
 - b. 19 credits is the maximum you can take in a semester.
 - c. Talk to your advisor about balancing credit load. And which courses are recommended to stay on track if you need to take fewer courses.

4. Engineering Curriculum

Engineering Curriculum Checksheets

The curriculum checksheet for each major can be found on the College of Engineering website below. <https://www.eng.hawaii.edu/students/current-students/curriculum>

The curriculum checksheet includes all of the degree requirements and is sequenced in the recommended course order. As you complete courses you can check off the appropriate boxes and review what you still need to take. It also includes notes that describe courses that fulfill the major specific engineering electives and accepted substitutions.

The checksheets are updated each academic year. You are responsible for the checksheet of the year that you are accepted into your final engineering major. Pre-Engineering students should follow the checksheet of the major they intend to declare.

Mathematics

- Math is very important towards making timely progress in any engineering degree.
- All engineering students will need to earn credits for the entire calculus series (Math 241-244 or Math 251A-253A).
- Some engineering majors also require a 300 level math course like differential equations or linear algebra (see major curriculum check sheet for all math requirements).

Chemistry

- All engineering students will need to earn credits for the equivalent of the general chemistry series with one lab by taking either (Chem 161, 161L, and 162) or (Chem 171 and 171L).
- *Some upper division mechanical engineering (ME) courses require a C or better in Chem 162 (or Chem 171).*

Physics

- Physics is very important towards making timely progress in any engineering degree.
- All engineering students will need to earn credits for the first two calculus-based physics courses, Phys 170, 170L, 272, and 272L.
- Some engineering majors also require the Phys 274 course without the lab (see major curriculum check sheet for all physics requirements).
- *Students with AP Phys 1 credits for Phys 151 and 152 will still need to take Phys 170 and 272, respectively. These students will need to contact the Physics department at physics@hawaii.edu to ask for the override to register for Phys 170 because they are engineering majors who have credit for Phys 151. (will need to do the same for Phys 272 - Phys 152).*

UHM General Education Requirements (specific to engineering)

There are four types of UHM general education requirements that are required for all students to graduate.

1. Foundation
2. Diversification
3. Focus
4. Hawaiian or Second Language (*waived for engineering students*)

For more information of any of the general education requirements, please visit the catalog website.

<https://manoa.hawaii.edu/catalog/undergrad/undergrad-requirements/>

The following tables below describe the general requirements as they work with the different engineering curricula.

General Education Requirements Tables

Highlighted are classes that will be your choice.

Foundation Requirements				
Requirement Name (in the catalog)	How it's listed on checksheet	Credits needed	Required course OR your choice	How it's listed in STAR GPS
Foundation Written Communication (FW)	Eng 100	3 credits (1 course)	Eng 100	Written Communication
Foundation Quantitative Reasoning (FQ)	Math 241	3 credits (1 course)	Math 241 or Math 251A	Calculus I
Foundation Global & Multicultural Perspectives (FGA, FGB, FGC)*	FG	3 credits (1 course)	1 course FG (A, B, or C) - YOUR CHOICE	Global & Multicultural Perspectives
Foundation Global & Multicultural Perspectives (FGA, FGB, FGC)*	FG	3 credits (1 course)	1 course FG (A, B, or C) - YOUR CHOICE	Global & Multicultural Perspectives
*For the two courses needed for the Global & Multicultural Perspectives requirement, each course needs to be from a different group (A, B, C)				
Note: Foundation Requirements cannot be double dipped with any other requirements.				

General Education Requirements Tables Cont'd

Highlighted are classes that will be your choice.

Diversification Requirements				
Requirement Name (in the catalog)	How it's listed on checksheet	Credits needed	Required course OR your choice	How it's listed in STAR GPS
Diversification Social Science (DS)	Econ 120, 130, or 131	3 credits (1 course)	One of Econ 120, 130, or 131	Intro to Economics
Diversification Social Science (DS)	DS	3 credits	1 course DS (non-econ) - YOUR CHOICE	Social Science (non-Econ)
Diversification Arts (DA)	Comg 251	3 credits (1 course)	Comg 251 (DA)	Principles of Public Speaking
Diversification Humanities or Literature (DH or DL)	DH or DL	3 credits	1 course DH or DL - YOUR CHOICE	Humanities or Literature
Diversification Sciences (DB, DP, DY)	All requirements are met by the engineering curriculum. You do not need to choose anything on your own.			
Note: Diversification Requirements can be double dipped with Focus requirements. (Ex. Hwst 107 is both a DH and HAP focus)				

General Education Requirements Tables Cont'd

Highlighted are classes that will be your choice.

*Focus Courses are subject to approval by UHM

Focus Requirements				
Requirement Name (in the catalog)	How it's listed on checksheets	Courses needed	Required course OR your choice	How it's listed in STAR GPS
Hawaiian, Asian, Pacific Issues (H or HAP)	H Focus (1)	1 course, any level	YOUR CHOICE	No placeholder Add in STAR as "Personal Choice" then select the HAP box under the Attribute section of the search menu.
Contemporary Ethical Issues (E or Eth)	E Focus (1)	1 course, 300- or 400-level	CE and CNST majors: CEE 489C	CEE 489C
			CENG and EE majors: EE 495	EE 495
			ME majors: ME 481 ME major w/ aerospace : EPET/ME 400	ME 481 EPET or ME 400
			ENGS major: ME 481	ME 481
Oral Communication (O or OC)	O Focus (1)	1 course, 300- or 400-level	CE and CNST majors: CEE 490	CEE 490
			CENG and EE majors: EE 496	EE 496
			ME majors: ME 482 ME major w/ aerospace : EPET/ME 301	ME 482 EPET or ME 301
			ENGS major - ME 482	ME 482
Note: Focus Requirements can be double dipped with Diversification requirements. (Ex. Ling 150C is all of a DS, HAP focus, and WI focus)				

General Education Requirements Tables Cont'd

Highlighted are classes that will be your choice.

*Focus Courses are subject to approval by UHM.

Focus Requirements continued				
Requirement Name (in the catalog)	How it's listed on checksheets	Courses needed	Required course OR your choice	How it's listed in STAR GPS
Writing Intensive (W or WI)	W Focus (5)	5 courses, at least two at the 300- or 400-level	CE major CEE 320, 330, 355, 370L, 375	CEE 320, 330, 355, 370L, 375
			CNST major CEE 320, 355, 370L, 375 + 1 course - YOUR CHOICE	CEE 320, 355, 370L, 375 + 1 course-YOUR CHOICE**
			CENG major EE 361L, 367L, 468, 496	EE 361L, 367L, 468, 496 + 1 course-YOUR CHOICE**
			EE major (EE 343L or EE 326L depending on track) and EE 496 + 3 courses-YOUR CHOICE	(EE 343L or EE 326L depending on track) and EE 496 + 3 courses-YOUR CHOICE**
			ME major ME 322, 341, 375, 422, 481	ME 322, 341, 375, 422, 481
			ME major w/ aerospace conc. EPET/ME 201, 301, ME 322, 375 + 1 course-YOUR CHOICE	EPET/ME 201, 301, ME 322, 375 + 1 course-YOUR CHOICE
			ENGS major ME 322, 375, 481 + 2 courses-YOUR CHOICE	ME 322, 375, 481 + 2 courses-YOUR CHOICE**
<p>Note: Focus Requirements can be double dipped with Diversification requirements. (Ex. Ling 150C is all of a DS, HAP focus, and WI focus)</p>				

General Education Requirements Tables Cont'd

Highlighted are classes that will be your choice.

*Focus Courses are subject to approval by UHM.

Hawaiian Language or Second Language (HSL) Requirement
<i><u>WAIVED</u> for all engineering students. Hawaiian Language or Second Language is not required for engineering students.</i>

Engineering Design Projects

Each engineering major requires design projects as part of their curriculum. Please see the tables below for more information on the project requirements.

****The College of Engineering encourages students to get involved in projects outside of the required project courses even as freshmen and throughout their time in college.****

Civil Engineering (CE) and Construction Engineering (CNST)	
If you have questions about senior design (CEE 489B/C and 490) please talk with your CEE faculty advisor. CEE489B/C is fall only CEE 490 is spring only.	Prereq for CEE 489B/C: CEE 305 passed and senior standing Prereq for CEE 490: CEE 489B passed
Computer Engineering (CENG) and Electrical Engineering (EE)	
You are required to do sophomore (296), junior (396), and senior level design(496). The CRN for all x96 courses are <u>not</u> listed in STAR. You will need to contact the project faculty directly to discuss signing up for x96. Talk to your faculty advisor about finding an x96 project to join.	
Sophomore design course x296 can be taken as EE or ENGR.	Usually taken in sophomore year
Junior design x396 can be taken as EE or ENGR. Be sure that you set the appropriate number of credits in STAR GPS when you register for 396. In STAR GPS, EE 396 defaults to a minimum of 1cr. You will need at least 2cr for 396 for graduation. Please discuss with your 396 instructor about the amount of credits to take based on the number of semesters you will be involved in the project.	Prereq: C or better in EE or ENGR 296 Usually taken in junior year
Senior design will be EE 496. Be sure that you set the appropriate number of credits in STAR GPS when you register for 496. In STAR GPS, EE 496 defaults to a minimum of 2cr. You will need at least 3cr for EE 496 for graduation. Please discuss with your 496 faculty about the amount of credits to take based on the number of semesters you will be involved in the project.	Prereq: C or better in EE or ENGR 396 Should be taken in senior year as capstone
Mechanical Engineering (ME)	
Please talk to you ME faculty advisor about the process of registering for senior design (ME 481 and 482). The head faculty of the senior design will also email seniors about the process of signing up for ME 481 and 482.	Prereq for ME 481: ME 322, ME 341, ME 372, and ME 375 passed Prereq for ME 482: ME 481 passed
Mechanical Engineering (ME) w/ Aerospace Concentration	
ME/EPET 400 and ME/EPET 401 are spring and fall only, respectively.	Prereq for ME/EPET 400: ME/EPET 301 Prereq for ME/EPET 401: ME/EPET 400

5. Pre-Engineering

Pre-engineering major students are a part of the College of Engineering.

- Academic advising with an engineering advisor
- Notification of all engineering events/opportunities and scholarships
- Access to the 100 and 200 lvl engineering courses for which they meet prereqs (except CEE/ME 271 and ME 213 which are major restricted)

Pre-engineering majors work on taking all of the lower division (freshmen/sophomore) coursework towards their intended engineering major. Students will need to be declared before they can take the 300 level and above engineering courses.

Once a Pre-engineering student has successfully met the following or equivalents they should declare their intended engineering major:

- 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

AFTER successful completion of the above requirements, students can declare by filling out a [transfer request form](#) and sending it to the Student Academic Services Office at enr@eng.hawaii.edu.

A yellow sticky note icon with a red pushpin at the top left corner, containing the word "Tip!" in bold black text.

If a pre-engineering student places into Math 241 and Chem 161/161L in their first semester it typically takes a year to finish the requirements to declare and the student will be on track for the 4-year graduation plan.

A yellow sticky note icon with a red pushpin at the top left corner, containing the word "Tip!" in bold black text.

If a student places into a lower math course or needs to retake courses before moving on, it will take longer to declare and graduate. There are opportunities to speed up time to graduation with certain courses in the summer. Students should work with academic advisors to discuss their progress and pathway to declaring and graduation.

6. Bachelor & Accelerated Master Program (BAM)

The BAM program provides a fast track for students to receive a Bachelor's and Master's degree in an accelerated amount of time (potentially within five years). To be eligible to apply for the BAM, students need to pass a Gateway Course (course differs depending on which engineering degree the student is pursuing) with appropriate grade, a cumulative GPA of 3.0 or better, and to apply while in the junior level portion of the curriculum. See the department websites for their specific admissions requirements and BAM coordinator contact persons for any questions.

- Civil Engineering: <http://www.cee.hawaii.edu/graduate/bam/>
- Electrical Engineering and Computer Engineering: <https://ee.hawaii.edu/student/graduate/bam-bs-ms>
- Mechanical Engineering: <https://me.hawaii.edu/programs/accelerated-bs-ms-program/>

7. Minors and Multiple Majors

Minors

Find out which programs offer a minor: <https://manoa.hawaii.edu/catalog/degrees-minors-certificates/>
The College of Engineering does not offer any engineering minors.

To learn more about declaring a particular minor and planning courses to complete it, students need to meet with an advisor from the intended minor degree program. After doing so the student can officially declare the minor by contacting the Office of the Registrar (uhmrec@hawaii.edu) to ask them to add the minor to their STAR record.

Multiple Majors

Before applying for a second or multiple major(s), students need to consult with advisors in the appropriate college/school to ensure that they meet the criteria for pursuing multiple majors and/or degrees. Engineering students should first contact the Director of Academic Affairs in the CoE Student Academic Services Office to discuss a multiple major.

To be eligible for consideration, you must already have a declared major and be in good academic standing (2.0 cumulative Grade Point Average or above). Note that each college/school may have its own eligibility and application requirements in addition to this.

- The College of Engineering requires a 3.0 cumulative gpa and history of good academic performance in engineering related college courses.
- The College of Engineering does not allow certain majors to be combined with the engineering major. Please discuss with the Director of Academic Affairs in the Student Academic Services Office. <https://www.eng.hawaii.edu/students/saso/>
- Find the advising office of non-engineering majors through the following website. <https://manoa.hawaii.edu/undergrad/advising/>

8. Registration

Registration timetable: <https://www.hawaii.edu/myuhinfo/uh-manoa/>

Your exact registration start date/time will be shown in STAR GPS.

Registration Errors

If you are encountering a prerequisite error and actually do not meet the prerequisite, you will not be able to take that course until you do meet the prerequisites. Register instead for the prerequisite course.

For all other errors:

- Check the Registration Error webpage and contact the appropriate person/office to clear error <https://manoa.hawaii.edu/registrar/registration/errors-overrides/>
- Contact CoE Student Academic Services Office engr@eng.hawaii.edu for clarification and ***importantly include the type of error that you are receiving in STAR***

Prerequisites

Prerequisites for each course are listed in the course descriptions available in the UHM Catalog. <https://manoa.hawaii.edu/catalog/courses-overview/>

For example, the Math 241 course description taken from the catalog is shown below. There is a short description of the course and the prerequisite requirement is Math 140 or Math 215, or assessment exam.

Also note that at the top of the math catalog page it mentions, “The minimum required grade for prerequisites is a grade of C (not C-) or better, unless otherwise specified.”

This means a student needs to have passed Math 140 or Math 215 with a C or better or passed the placement exam to register for Math 241.

[Home](#) > [Courses](#) > [Mathematics \(MATH\)](#)

Mathematics (MATH)

The minimum required grade for prerequisites is a grade of C (not C-) or better, unless otherwise specified. Credit allowed for (at most) one of 203, 215, 241, 251A.

MATH 241 Calculus I (4) FQ FS

Basic concepts; differentiation with applications; integration. Credit allowed for at most one of 203, 215, 241 251A. Pre: 140 or 215 or assessment exam.

Registration Overrides

- Contact the instructor of the course or the Dept Office/Chair of the course to ask about overrides. If you cannot reach the department you can contact the CoE Student Academic Services Office at engr@eng.hawaii.edu
- **Biol 171 override** - Engineering students planning to take Biol 171 at UH Mānoa need to ask for an override to take Biol 171 without the 171L. Please use the following form to request Biol 171 override. <https://manoa.hawaii.edu/biology/override>
- **Time Conflict and Credit Overload overrides**
 - Follow website instructions - <https://www.eng.hawaii.edu/students/saso/>
 - Please contact the CoE Student Academic Services Office at engr@eng.hawaii.edu

Concurrent Enrollment at UH Community Colleges

Credits taken at UH Community Colleges (UHCC) will transfer to UH Mānoa (UHM). Courses need to be taken as a letter grade to count toward a student's engineering degree requirements. Certain policies may apply if courses are taken at UHCCs:

- Financial Aid's Concurrent Enrollment Policy - <https://manoa.hawaii.edu/fas/financial-aid-policies/enrollment/>
 - To allow your Mānoa financial aid to help cover all your courses, a student must take 6-11 credits at UH Mānoa and additional credits at a UHCC **and** turn in the Financial Aid UH System Concurrent Enrollment Form. <https://manoa.hawaii.edu/fas/forms/>
 - All courses taken at both Mānoa and UHCCs need to count toward a student's degree requirements.
 - Refer to the website for the form deadline.
- Math classes at UHCC
 - Each UHCC campus has a different math placement exam that needs to be taken in order to register for a math class at that campus.
 - Students are allowed to register for the UHCC class they place in based on their UHCC placement exam results.
 - For example: Student places into Math 241 based on the Mānoa placement exam. Student places into Math 140 based on the UHCC placement exam. Student is allowed to register for Math 241 at Mānoa, or Math 140 at the UHCC campus they took the placement exam at.
 - Information about UHCC placement tests (students would take the Math Path 3: STEM/Calculus Placement - <https://uhcc.edready.org/>)
- Chemistry classes at UHCC
 - No placement exam is required if registering for a UHCC Chemistry course, however a math prerequisite is required. Contact UHCC course instructor if registration error is encountered.

Class availability - <https://www.hawaii.edu/myuhinfo/class-availability/>

Class availability shows all classes being offered at each UH system campus. It also includes class information like seat availability, dates/times, location, instructor, general education designation (like FG, WI, HAP, etc), and CRN.

9. Financial Aid

Academic Advisors do not have access to your financial records. If you have questions about your aid please contact the UHM Financial Aid Office directly.

- Website: <https://www.hawaii.edu/fas/>
- The UHM Financial Aid Office offers in-person services and virtual (Zoom) front desk hours as listed on their website.

Course Program of Study (CPOS)

Financial Aid will only recognize courses that are a part of your course program of study (CPOS) as eligible for aid. This means they will only pay for courses required for your degree(s).

- Once you reach full time status (12 credits of UHM courses that count towards your degree) any other UHM courses taken beyond those 12 credits are free and will not affect financial aid.
- Email engr@eng.hawaii.edu for an Academic Advisor's assistance if:
 - Courses in STAR GPS show NOT IN PLAN without a green icon next to them
 - You receive a notification from the Financial Aid office that courses do not count towards your degree (CPOS)

Satisfactory Academic Progress Appeals/Approvals (SAP)

Financial Aid forms/approvals that require Academic Advisor signature, email engr@eng.hawaii.edu.

10. Veterans Affairs (VA) Benefits

For the most up-to-date information on VA benefits and requirements contact the UHM VA Office directly.

- Website: <https://manoa.hawaii.edu/registrar/veteran-benefits/>
- Office: Queen Lili'uokalani Center for Student Services, Room 010
- Contact: 808-956-8010, uhmva@hawaii.edu

The VA will only pay for courses required for the student's degree(s).

Information on starting Benefits and Course Certification can be found on the UHM VA office's website: <https://manoa.hawaii.edu/registrar/veteran-benefits/>

How it works:

- Each semester after officially registering (waitlisted does not count) for all courses, fill out the VA enrollment certification form (available at the above website).
- If the VA form requires approval/signature of an Academic Advisor, email the CoE Student Academic Services Office at engr@eng.hawaii.edu.

For Veteran students there is additional assistance available at the Office of Veterans Student Services (OVSS): <https://manoa.hawaii.edu/veterans/>

11. Graduation

In your senior year, please mark the semester that you intend to graduate on your mandatory advising form. All students intending to graduate need to file forms and complete the college's graduation check procedure.

When can I start filing to graduate? Is there a deadline to file to graduate?

- Start filing to graduate after you have started registration for final semester courses.
- The deadline to file to graduate is posted on the CoE Graduation webpage and is usually by the 3rd week of the graduating semester. <https://www.eng.hawaii.edu/students/current-students/graduation/>
 - ~ early September for Fall graduation
 - ~ end of January for Spring/Summer graduation

Some of you may have issues that will need to be taken care of before registration ends (end of the first week of the semester). Please start the process of filing to graduate soon after you have registered.

How do I file to graduate?

Complete the **Instructions to File to Graduate** on the CoE Graduation website:

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

12. Tutoring at UH Mānoa

Learning Assistance Center - offers services such as 1-on-1 tutoring appointments, supplemental instruction, Student Housing Success Center, and academic coaching.

<https://manoa.hawaii.edu/undergrad/Learning/>

Learning Emporium - offers weekly tutoring for Chemistry, Information & Computer Science, Math, and Physics. Group tutoring sessions vary by semester.

<https://natsci.manoa.hawaii.edu/learningemporium/index.html>

College of Engineering Honor Societies - offer tutoring for the 100-200 level engineering courses.

CEE/CNST - Chi Epsilon (XE)

EE/CENG - Eta Kappa Nu (HKN)

ME - Pi Tau Sigma (PTS)

<https://www.eng.hawaii.edu/students/clubs/>

13. Engineering & Other Contact Information

Office	Location	Phone / Email	Website
College of Engineering Student Academic Services (SAS) office	Holmes 250	(808) 956-8404 enr@eng.hawaii.edu	https://www.eng.hawaii.edu/students/saso/
Civil & Environmental Engineering department	Holmes 383	(808) 956-7550 ceoffice@eng.hawaii.edu	http://www.cee.hawaii.edu/
Electrical & Computer Engineering department	Holmes 483	(808) 956-7586 eeoffice@hawaii.edu	https://ee.hawaii.edu/home/
Mechanical Engineering department	Holmes 302	(808) 956-7167 meoffice@hawaii.edu	http://www.me.hawaii.edu/
Chemistry department	Bilger 239	(808) 956-7480 chemreg@hawaii.edu	http://manoa.hawaii.edu/chem/
Math department	Keller 401A	(808) 956-4679 office@math.hawaii.edu	https://math.hawaii.edu/wordpress/
Physics department	Watanabe 416	(808) 956-7087 physics@hawaii.edu	https://www.phys.hawaii.edu/
Admissions office	QLCSS 001	(808) 956-8975 manoa.admissions@hawaii.edu	https://manoa.hawaii.edu/admissions/
campusHELP	Keller 111	(808) 956-5000	http://manoa.hawaii.edu/crsc/landing/
Cashier's office	QLCSS 105	(808) 956-7554 billpayment-l@lists.hawaii.edu Include your home campus, name and student ID in the email subject.	
Counseling and Student Development	QLCSS 312	(808) 956-7927	http://www.manoa.hawaii.edu/counseling/
Disability services (KOKUA Program)	QLCSS 013	(808) 956-7511 or (808) 956-7612 kokua@hawaii.edu	www.hawaii.edu/kokua/
Financial Aid Services	QLCSS 112	finaid@hawaii.edu	https://manoa.hawaii.edu/fas/ Connect to their virtual front desk.
Health Services -Health Clearance Requirements	1710 East West Road	(808) 956-8965 uhsm@hawaii.edu	https://www.hawaii.edu/shs/
Mānoa Career Center	QLC 212	(808) 956-7007 careers@hawaii.edu	https://manoa.hawaii.edu/careercenter/

Engineering & Other Contact Information Cont'd

Office	Location	Phone / Email	Website
Registrar's office -Order transcripts and diploma -Verification of enrollment	QLCSS 010	(808) 956-8010 https://manoa.hawaii.edu/registrar/contact-us/	https://manoa.hawaii.edu/registrar/
Student Housing	Frear Hall	(808) 956-8177 uhmsh@hawaii.edu	https://manoa.hawaii.edu/housing/
Veterans Benefits	QLCSS 010	(808) 956-8010	https://manoa.hawaii.edu/registrar/veteran-benefits/
Veterans Student Services	QLCSS 310	(808) 956-2192 ovss@hawaii.edu	https://manoa.hawaii.edu/veterans/