

MEMORANDUM

To: Second and Third Year Mechanical Engineering Students
From: Dr. Edward Hensel, PE, Professor and Head email:echeme@rit.edu
Date: December 2011
Subject: Dual Degree BS/Masters Programs in Mechanical Engineering
Dual Degree BS in Mechanical Engineering / MS in Science, Technology, & Public Policy

I would like to call your attention to three dual degree programs in the Department of Mechanical Engineering. If you are interested in these programs, you are encouraged to discuss them with your family during your upcoming holiday break.

These programs offer outstanding students an opportunity to earn both a Bachelor's and a Master's degree within approximately five years of entry to the BS program. The first dual degree program leads to a Bachelor of Science and a Master of Engineering degree (BS/MEng) in Mechanical Engineering. The second dual degree program leads to a Bachelor of Science and a Master of Science degree (BS/MS) in Mechanical Engineering. The third dual degree program leads to a Bachelor of Science in Mechanical Engineering through the College of Engineering and a Master of Science in Science, Technology, and Public Policy through the College of Liberal Arts. Attached you will find a brief description of the dual degree programs.

Application for admission to the dual degree programs are open until 09 March 2012. To apply for this highly competitive program, please (1) attend the mandatory program information session on 10 Feb 2011, at 1:00 pm, (2) submit the attached application form (including the names of two faculty members who have agreed to provide letters of recommendation directly to me), and (3) attach your personal letter of application to the application form. One reference should be your faculty advisor, and one reference should be an ME (or Public Policy) faculty member whom you have had for a course. Your application letter should include an explanation of your interest in pursuing a master's degree concurrently with your BS degree. Admission into the dual degree programs is based on the student's cumulative grade point average (which must be at least 3.3 after the completion of second year courses), excellent references, and a compelling letter of application. Admission may be offered at the end of second year. Students may be offered admission in the third year, though the program may take longer than five years to complete.

Admission to the BS/MS Mech E. program may proceed after students have been enrolled in the BS/MEng Mech E. program for approximately one year. If you are interested in the BS/MS Mech. E. program, which requires a thesis, you should enroll in the research methods class during fall of your fourth year to help prepare you for a research career. Admission to the BS/MS Mech. E. program requires endorsement of an ME faculty graduate advisor, taking the GRE exam, and submission of a thesis proposal approved by your endorsing faculty member and the department. Students must complete the BS/MS admissions process NO LATER THAN winter quarter of their fourth year. Students not completing a successful BS/MS Mech. E. application may continue in the BS/MEng Mech E. dual degree program. Students may apply to the BS/MS Public Policy program directly. Students in the BS/MS Public Policy program will have a faculty advisor both in mechanical engineering and in public policy.

All students admitted to the dual degree programs are required to maintain a current and cumulative grade point average of at least 3.0, and enroll every term in graduate seminar. Students must achieve a graduate GPA of at least 3.0 in order to be certified for their graduate degree, and comply with all degree requirements for each degree that they earn. Additional details about program requirements will be provided at the information session.

**APPLICATION AND CHECKLIST FOR DUAL DEGREE APPLICATIONS
SUBMIT THIS FORM TO THE ME RECEPTION DESK IN THE ME OFFICE.**

(Students Entering Summer Quarter 2011-4)

**THE DUAL DEGREE PROGRAM DESCRIPTION WILL BE DISTRIBUTED AT THE INFORMATION SESSION
THE DUAL DEGREE PROGRAM WILL BE CHANGING FROM PAST YEARS TO REFLECT THE QUARTER
TO SEMESTER CONVERSION**

Check When Done	Due Date	Task
	10 Feb 2012 1:00 pm	Attend Mandatory Program Information Session
	9 March 2012 4:00 pm	Insure that your faculty adviser will submit a letter of reference.
	9 March 2012 4:00 pm	Insure that an ME or Public Policy Course Instructor will submit a letter of reference.
	9 March 2012 4:00 pm	Letter of Application requesting admission to the program, with an explanation of your interest in pursuing the dual degree program
	9 March 2012 4:00 pm	Deadline for submission of all application materials.
	9 March 2012 4:00 pm	Academic conduct policy signed and attached with your application.
Students will be informed of admission decisions AFTER THE CONCLUSION OF SPRING QUARTER.		

Please fill in the application form below: (hand-written submissions are fine)

Applicant's

Name:

Applicant's

Univ. I.D. Number

Applicant's

Email address:

Applicant's

ME Advisor Name:

ME / Public Policy Instructor

Reference:

Which Program are you interested in?

[]	BS / MEng in Mech E	[]	BS / MS in Mech E	[]	BS Mech E MS STPP
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**Please Read
and Sign This
Declaration:**

I have attended the program information session, have reviewed the guidelines about the dual degree program, and agree to comply with program requirements. I understand that I must maintain a quarterly and cumulative GPA of at least 3.0 if I am admitted to the program, and must demonstrate the highest standards of academic conduct at all times. I understand that I must complete all requirements for both the Bachelor's and Master's degree by Spring of my sixth year. If admitted, I must attend graduate seminar each quarter I am on campus. If I fail to comply with any of these requirements, I may be separated from the dual degree program.

Applicant Signature