

# Department of Electrical and Computer Engineering

## TYN2K

(Things you need 2 know)

### Policies

1. Students may not enroll in any engineering course unless all prerequisites have been met.
2. Courses taken on an "S" or "U" basis cannot be applied toward the engineering degree requirements.
3.
  - EE students need to meet **23 credits** (7 technical electives) which **must** include at least **3 electrical and/or computer engineering (40xxx and/or 45xxx) lecture courses** (9 credits) and **2 engineering (40xxx and/or 45xxx) laboratories** (2 credits).
  - CE students need to meet **13 credits** (3 technical electives) which **must** include at least **1 electrical engineering (40xxx) lecture course** (3 credits) and 2 labs of which **1 electrical engineering (40xxx) laboratory** (1 credit) must be met.
4. Nothing less than a C- grade, in any course, will be accepted.

*\* Students should consult their advisor regarding their choice of electives before registering.*

**Due to the ever changing fields of engineering and the demands placed upon us by industry, we are always updating our curricula. Please come into the office for our latest handbook.**

### Senior Seminars

Students are required to attend at least five engineering seminars and write a brief report on each one to be included in their file. Only **two** reports per semester are accepted.

### Outline for Seminar Reports

Include title of seminar; semester; date; information about the speaker; brief summary of presentation; and what you gained from this seminar.

### Declaration of Major

1. Upon entering The College you should declare your pre-engineering major (516).
2. Students completing the pre-engineering sequence with a grade point average of 2.50 or above are eligible for admission to the electrical engineering (517) or computer engineering (518) program.

### Course Design Folder –

#### **Required by ABET**

**In order to graduate**, you must have 5 Course Design Projects in your design folder from which at least 2 must be from an elective and/or senior level course. This **excludes** labs. (If you have completed more than 5 projects - you may hand them in also.)

**When you hand in a project, attach a completed "Course Design Report" cover sheet** (form can be obtained from the office - REH 103).

### Co-ops and Internships

If you are planning to participate in a summer co-op/internship **you may be able to earn 3 credits** toward your degree but **first** stop by the office and pick up the guidelines. (You must have completed your junior level to register.) \* A presentation is required.

### Senior Design Projects

The courses Senior Design Project I & II need a **minimum** of one year to complete. (The format/procedure is discussed in the Technical Communications Lecture.)

**Plan to take these courses in an appropriate semester so you can graduate on time.**

**Note: Senior Design Projects are presented 3 times a year: late spring semester; late summer semester; and late fall semester.**

### **Engineering General Education**

**Be aware** that the GE requirements for EE/CE are different. *(Please read the **GEIII Requirements for Electrical and Computer Engineering.**)*

### **Active Organizations**

*Please get involved!!!!*

**IEEE** (Institute of Electrical and Electronics Engineers)

*Advisor:* Michael Otis

Electrical & Computer Engineering  
REH 201/x3827

**NSBE** (National Society of Black Engineers)

*Advisor:* Deborah Gould

AMP/C-STEP Director  
WSB 3/x3694

**SID** (Society Information Display)

*Advisor:* Dr. Ghader Eftekhari

Electrical & Computer Engineering  
REH 103/x3720

**SHPE** (Society of Hispanic Professional Engineers)

*Advisor:* Sarah Browne

AMP/C-STEP Assistant Director  
WSB 3/x3799

**Eta Kappa Nu**

*Advisor:* Dr. Baback Izadi

Electrical & Computer Engineering  
REH 203/x3823

*There are additional societies as well as non-engineering related organizations.*

**College Activities has a list (SUB 209).**

If you need questions answered or are interested in any of these organizations, please contact your advisor or Judy DePuy (REH 103 x3720)

**Keep updated by visiting our website:**

[www.engr.newpaltz.edu](http://www.engr.newpaltz.edu)

### **How To File for Graduation**

1. Complete an "Undergraduate Degree Application" and give it to the department secretary (a form can be obtained from the office- REH 103); The office will attach your major plan and send it to Records & Registration.

*(November 23 is the deadline for May 2005 graduates wishing to participate in May commencement; March 1, is the deadline to file a degree application for August; July 20, is the deadline to file a degree application for December. NOTE: August graduates will walk in December.)*

**\*If the deadline is not met - you will be unable to graduate until the next semester.**

If you change the date of graduation from the date you had originally applied for, you must contact Records & Registration.

2. Records & Registration will check over your major plan (EE/CE internal transcript). If you are lacking any courses you will receive a deficiency notification - in which case you should contact the recorder at once.
3. A minimum of 48 engineering design and engineering science credits are required to graduate.
4. You will **not** be sent a commencement packet automatically. It will be your responsibility to go pick one up at Records & Registration.
5. You will receive your official transcript approximately two months after the end of the semester.

### **FE/EIT/PE**

The FE exam is given on the same date, in every state, and always a Saturday:

*October and April*

You should take the FE exam while you are still in engineering school, or shortly after graduation. Much of what the exam covers is basic information that you learn in the first two or three years of your undergraduate engineering education.

We encourage students to take the Professional Engineering Licensing exam soon after graduation.

For more information contact Dr. Kalhor.

We now offer a "PE Course Preparation" class during the Spring Semester.