OCEAN ENGINEERING PROGRAM

STUDENT INFORMATION & ADVISING GUIDANCE

May 2010
# TABLE OF CONTENTS

General Information ................................................................................................................................. 1
Faculty and Staff ........................................................................................................................................... 1
Ocean Engineering Office ............................................................................................................................ 1
Laboratory Facilities.................................................................................................................................. 1
Computer Facilities ................................................................................................................................. 1
Ocean Engineering Web Site ..................................................................................................................... 1
Introduction ................................................................................................................................................ 1
Objective .................................................................................................................................................... 1
Ocean Engineering Program Advising Organization .............................................................................. 1
Faculty Undergraduate Advisor (S. Socolofsky) ....................................................................................... 2
Faculty Advisors ....................................................................................................................................... 2
Staff Undergraduate Advisor (G. Sams) ..................................................................................................... 2
Support Staff ............................................................................................................................................. 2
Information Sources ............................................................................................................................... 3
Degree Plan ............................................................................................................................................... 3
Introduction .............................................................................................................................................. 3
Schedule of OCEN Course Offerings ....................................................................................................... 3
Double Degrees ......................................................................................................................................... 3
Approved Technical Elective List ............................................................................................................. 4
University Core Curriculum Electives ...................................................................................................... 4
Degree Evaluations and Adjustments ....................................................................................................... 4
Degree Evaluations .................................................................................................................................. 4
Adjustments ............................................................................................................................................... 4
Academic Policies ..................................................................................................................................... 5
Ocean Engineering Program ................................................................................................................... 5
Probation and Blocks ................................................................................................................................ 5
Change of Curriculum (Major) .................................................................................................................. 6
Dwight Look College of Engineering ....................................................................................................... 6
Outside the College of Engineering .......................................................................................................... 6
Cooperative Education Program (Co-op) .................................................................................................... 6
Career Planning and Placement .................................................................................................................. 7
Career Center .............................................................................................................................................. 7
Ocean Engineering Job Opportunities Bulletin Board ............................................................................. 7
Ocean Engineering Resume Book ............................................................................................................. 7
Dropping Courses, Adding Courses, and Withdrawal from the University .............................................. 8
Adding Courses ....................................................................................................................................... 8
Dropping Courses .................................................................................................................................... 8
Withdrawal from the University ............................................................................................................... 8
Upper/Lower Degree Sequence ............................................................................................................... 8
Resource Contacts ................................................................................................................................. 8
Honors Programs ...................................................................................................................................... 9
University Honors Program .................................................................................................................... 9
Engineering Scholars Program (ESP) Honors Certificate ...................................................................... 9
Student Activities ..................................................................................................................................... 9
Marine Technology Society (MTS)/Society of Naval Architects and Marine Engineers (SNAME) .... 9
Honor Societies .......................................................................................................................................... 10
Human Powered Submarine Project ....................................................................................................... 10
Academic Scholarships ......................................................................................................................... 10
Ocean Engineering Program
Student Information & Advising Guidance

General Information

Faculty and Staff
Chang, K.A., Assoc. Prof., 979.845.4504, kchang@civil.tamu.edu, Office CE/TTI 802C
Chen, H.C., Professor, 847.9468, hcchen@tamu.edu, Office CE/TTI 808K
Falzarano, J., Professor, 862.7942, jfalzarano@civil.tamu.edu, Office CE/TTI 801D
Halliwell, Stephanie, Sr. Office Assistant, 845.4515, shalliwell@civil.tamu.edu, Office CE/TTI 801
Irish, J., Asst. Professor, 845.4586, jirish@civil.tamu.edu, Office CE/TTI 801A
Kaihatu, J., Asst. Professor, 862.3511, jkaihatu@civil.tamu.edu, Office CE/TTI 808D
Kim, M.H., Professor & Graduate Advisor, 847.8710, m-kim3@tamu.edu, Office CE/TTI 802D
Lynett, P., Assoc. Professor, 862.3627, plynett@civil.tamu.edu, Office CE/TTI 801B
Mercier, R.S., Professor, 845.6000, rsmercier@tamu.edu, Office Offshore Technology Research Center (OTRC)
Randall, R.E., Professor, 845.4568, r-randall@tamu.edu, Office CE/TTI 802A
Reed, J.P., Laboratory Technician, 845.4576, johnnie@civil.tamu.edu, Office CVLB 109
Sams, G., Senior Academic Advisor, 845.9723, gsams@tamu.edu, Office CE 139D
Socolofsky, S., Assoc. Professor & Undergrad. Advisor, 845.4517, socolofs@tamu.edu, Office CE/TTI 802B
Zhang, J., Professor & Division Head, 845.2168, jun-zhang@tamu.edu, Office CE/TTI 808E

Ocean Engineering Office
Room 801, CE/TTI Tower, Building No. 385 on TAMU Campus Map

Laboratory Facilities
Hydromechanics Laboratory (HYLB), Building No. 188 on TAMU Campus Map
Civil Engineering Laboratory Building (CVLB), Building No. 385 on TAMU Campus Map
Reta and Bill Haynes ’46 Coastal Engineering Laboratory Building, West Campus, 1610 Discovery Drive
Offshore Technology Research Center (OTRC), West Campus, 1200 Mariner Drive

Computer Facilities
Hydromechanics Laboratory (HYLB), Building No. 188 on TAMU Campus Map, Room 105
Civil Engineering Building (CE), Building No. 492 on TAMU Campus Map, Room 220

Ocean Engineering Web Site
http://oceaneng.civil.tamu.edu

Introduction

Objective
The objective of the student undergraduate advising information is to provide a reference for ocean engineering faculty, staff, and students. Keeping information of this type current is very difficult since university; college, department and program rules, regulations, and guidelines are always subject to change. Therefore, all faculty, staff, and students must be alert to these possible changes and inquire with applicable administrative offices, current Student Rules and the Undergraduate Catalog.

Ocean Engineering Program Advising Organization
The responsibilities of the Ocean Engineering undergraduate advisor and records secretary for advising ocean engineering undergraduate students are described below.
Faculty Undergraduate Advisor (S. Socolofsky)
1. Coordinate advising activities of the faculty and staff to ensure integrity of the Ocean Engineering Advising Services.
2. Set standards for accepting transfer and change of curriculum students into the Ocean Engineering Program.
3. Recommend probation and blocking of Ocean Engineering students in accordance with Ocean Engineering Academic Policy to Program Head.
4. Chair the Undergraduate Curriculum Committee of the Ocean Engineering Program.
5. Facilitate Curriculum and Program changes approved by the faculty through University administration.
6. Review and correct degree evaluation rules for the Ocean Engineering Program in Compass.
7. Work with Division Head for Course Scheduling.
8. Facilitate New Course Requests.
10. Suggest and support training opportunities for support staff.

Faculty Advisors
1. Advise ocean engineering students concerning their academic program.
2. Review student’s degree plan to insure they are progressing as planned.
3. Assist students in career planning and job placement.
4. Assist in freshmen orientation and new transfer student advising.
5. Assist in recruiting and hosting prospective students during visits to campus.

Staff Undergraduate Advisor (G. Sams)
1. Maintain current forms and information for ocean engineering students.
   a. degree plans
   b. change of curriculum forms
   c. drop and add forms
   d. technical elective list
   e. double degree forms
   f. scholarship applications
   g. petition & co-enrollment forms
2. Maintain student records and files.
3. Coordinate probation and blocking for Ocean Engineering students.
4. Conduct personalized follow-up and tracking of probation students in the Program.
5. Coordinate undergraduate advising for the Ocean Engineering Program.
6. Advise students on university policy matters, registration, and administrate adjustments and Q-drops.
7. Meet with prospective students and organize recruiting and outreach activities for the Ocean Engineering Program.
8. Coordinate freshman orientation and transfer student conferences.
9. Coordinate student job placement and recruiting.
10. Admit transfer and change-of-curriculum students to the Ocean Engineering Program following approved standards.
11. Coordinate Co-op student activities.
13. Collect and report metrics on Ocean Engineering activities as required by the College and University.
14. Communicate to Ocean Engineering Students through web and email.

Support Staff
1. Be first point of contact for undergraduate students in the Ocean Engineering Program Suite and direct them to their faculty advisor, the Faculty or Staff Undergraduate Advisor, or the Program Head for answers to their inquiries.
2. Assist Undergraduate Advisor in the preparation of official correspondence and use of SIMS.
3. Maintain job opportunity bulletin board.
4. Participate in College of Engineering’s Point of Contact Committee.
Information Sources

Important sources of information for undergraduate students related to course planning, student rules, and degree planning are listed below:

1. Texas A&M University Undergraduate Catalog (http://www.tamu.edu/admissions/catalogs/)
2. Texas A&M University Class Schedule (http://howdy.tamu.edu/)
3. Texas A&M University Student Rules (http://student-rules.tamu.edu)
4. Texas A&M University Web Site (http://www.tamu.edu)
5. Web Registration (https://howdy.tamu.edu)
6. Degree evaluations, transcripts, course information, etc. (https://howdy.tamu.edu)

Degree Plan

Introduction

Students at Texas A&M are expected to follow the degree plan that is published in the Undergraduate Catalog for the year they first entered the University. The catalog number is placed in the student’s record when the student’s application is accepted (found in Compass on SOAIDNS). Note that the catalog number is used instead of the academic year. The student is obligated to complete the courses on the degree plan, but the Undergraduate Advisor may change the catalog in certain cases.

Prerequisites for courses are identified in the course description in the Undergraduate Catalog. Students and faculty advisors need to check the prerequisites for each course to insure these requirements have been satisfied. The Department offering the course and the instructor teaching the course enforce the prerequisites. The current catalog has the most current prerequisite requirements.

Schedule of OCEN Course Offerings

A schedule of Ocean Engineering course offerings is shown below in Table 1. The Ocean Engineering Program offers the Ocean Engineering courses only once a year. This is much different from the larger engineering programs that offer courses every semester. Problems in Ocean Engineering (OCEN 485) are offered every semester; however, students must make individual arrangements with faculty members prior to enrollment. Special Topics in Ocean Engineering (OCEN 489) is used to teach new courses and may be offered any semester.

<table>
<thead>
<tr>
<th>Table 1. Schedule of Course Offerings for the Ocean Engineering Program.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OCEAN ENGINEERING PROGRAM</strong></td>
</tr>
<tr>
<td><strong>SCHEDULE OF COURSE OFFERINGS</strong></td>
</tr>
<tr>
<td><strong>FALL SEMESTER</strong></td>
</tr>
<tr>
<td>OCEN 400</td>
</tr>
<tr>
<td>OCEN 401</td>
</tr>
<tr>
<td>OCEN 402</td>
</tr>
<tr>
<td>OCEN 403</td>
</tr>
<tr>
<td>OCEN 408</td>
</tr>
<tr>
<td>OCEN 481</td>
</tr>
<tr>
<td>OCEN 485</td>
</tr>
<tr>
<td>OCEN 489(^1)</td>
</tr>
<tr>
<td>OCEN 491(^2)</td>
</tr>
</tbody>
</table>

\(^1\)OCEN 489 is used for teaching new courses and may be offered any semester

\(^2\)OCEN 491 is used for undergraduate research

Double Degrees

Students may seek a double degree in Ocean Engineering and a second discipline (e.g., Mechanical Engineering). The rules for obtaining double degrees are contained in the current catalog. Basically the student must take a minimum of 30 credit hours beyond the requirements for the first degree. In many cases it will require more than 30 credit hours. Students wishing to obtain a double degree in Ocean Engineering must satisfy all the requirements for the BS degree. However, if they have satisfied the requirements for BS in Civil Engineering then many of the courses are the same (e.g.,
CVEN 221, POLS 206, MATH 151, etc.), and some of the required CE courses may be used as technical electives in the OE degree.

**Approved Technical Elective List**

The Ocean Engineering curriculum presently requires 6 credit hours (below cat 124), 9 credit hours (cat 124 to 131) and 11 credit hours (cat 132 and above) of technical electives that are selected from the Approved Technical Elective List that is available in the Ocean Engineering Program office. The electives are divided into 2 groups. Group A is Engineering Design and Group B is Engineering Science, Math, Business, and Other. The major requirement is that 3 credit hours of technical electives must come from the Engineering Design Group A in Cat. 124-131. In Cat. 132 and above, 6 credits are required from Group A. The last page of the technical elective list shows suggested technical electives for several areas of interest in Ocean Engineering to assist students in selecting their technical electives. Selections outside the approved list must be approved by the Undergraduate Advisor or Program Head, and an adjustment form must be submitted and approved.

**University Core Curriculum Electives**

University core curriculum electives are distributed throughout the curriculum in Ocean Engineering. The requirements are defined in the current Undergraduate Catalog. In catalogs 122 - 124, ENGR 482 (Engineering Ethics) is the required humanities course. Students must select a Visual and Performing Arts course from the University Core Curriculum Electives list in the Undergraduate Catalog.

In catalogs 125 – 133, ENGR 482 (Engineering Ethics) is the required humanities course. Students must select a Visual and Performing Arts course and a Behavior and Social Science course from the Core Curriculum Electives listed in the Undergraduate Catalog. Six credits of International Culture Diversity courses must be selected, and some courses will count as both if they are selected wisely. Courses which can be used in both categories, as well as US History, are tabulated in the Ocean Engineering Office in the Student Information Box (CE, Room 140).

**Degree Evaluations and Adjustments**

**Degree Evaluations**

The purpose of the Degree Evaluation is to insure that all students meet the Ocean Engineering degree requirements. It also serves as a check for the student and Undergraduate Advisor as to the progress of the student towards completing their degree. A degree evaluation can be conducted by the student or advising staff at any time. Ongoing degree evaluations are reported throughout the semester in which a student applies for graduation, and results of students passing and failing are reported to advisors through Compass reports. Students may see their degree evaluation at [https://howdy.tamu.edu](https://howdy.tamu.edu) on the student tab, My Record.

**Adjustments**

The Undergraduate Adjustment Forms are special forms that are used to substitute courses in the student’s curriculum (degree plan), for example, a student enrolled in a thermodynamics course at another university and then transferred the credit to Texas A&M. The transfer is accepted by title “Thermodynamics,” and it is up to the Ocean Engineering Program to decide whether to substitute the course for MEEN 315 (Thermodynamics). An adjustment form is required to make this substitution. Another example is a student who transfers in MATH 253, and the required course is MATH 251 in the Ocean Engineering Program. An adjustment form is used to substitute the MATH 253 for the MATH 251 in the student’s curriculum (degree plan). The adjustment is documented in the degree audit. The procedure for completing an adjustment is detailed below:

1. Student performs degree evaluation at [https://howdy.tamu.edu](https://howdy.tamu.edu) to ensure all courses taken have been documented.
2. Student makes appointment to see Undergraduate Advisor and brings copy of course description and syllabus for any non-TAMU course adjustments.
3. Faculty Undergraduate Advisor approves substitutions and staff prepares adjustment form. Student will be contacted to sign form, Undergraduate Advisor will sign form, and form will be processed.
4. After faxed to the Registrar’s Office, the original adjustment form will filed in the student’s permanent academic file.
5. The adjustment process is complete.
Academic Policies

Ocean Engineering Program

The Ocean Engineering Program is a separate degree-granting program and, therefore, has its own academic policy just like other degree programs such as Civil Engineering. The Ocean Engineering Academic Policy is contained in Error! Reference source not found. on page 5. The Ocean Engineering Program Academic Policy adheres to the College of Engineering requirements.

Probation and Blocks

Ocean Engineering students are placed on probation or blocked from registration based on their grade point ratio (GPR) and the number of grade points below a 2.0 GPR. The guidelines for placing students on probation or blocking students from registration are defined in the Ocean Engineering Program Academic Policy.

There are two primary types of academic probation: Program Probation and Scholastic Probation; the latter is the more severe. At the end of each semester when all grades have been reported, the College of Engineering distributes a probation list of all the OE students who are between 1 and 8 grade points below a 2.0 GPR. A second list (Block List) is for students who are 9 grade points and greater below a 2.0 GPR. The Undergraduate Advisor reviews the two lists and applies the rules outlined in the Ocean Engineering Program Academic Policy (Error! Reference source not found.). A student will be put on Program Probation when their last semester GPR is below a 2.0, but their overall GPR remains above 2.0. A student will be put on Scholastic Probation when their overall GPR falls below a 2.0. Students will be required to meet certain terms, such as a minimum semester GPR of 2.5 in the next full semester, in order to remain a student in the Ocean Engineering Program. Failure to meet these terms can result in academic sanctions. The Undergraduate Advisor then writes a letter to the student informing them of their academic status, as well as the terms of the probation and the possible sanctions if those terms are not met.

OCEAN ENGINEERING ACADEMIC POLICY

1. The Ocean Engineering Program accepts those students who are acceptable for admission to Texas A&M University. For entering freshmen and transfer students, the standards stated in the current Undergraduate Catalog are the standards for admission to the Ocean Engineering Program.

2. Students in the lower division (OCEL) are placed in the upper division (OCEN) when they have completed the common body of knowledge (CBK) courses: CHEM 107, ENGL 104, MATH 151, 152, ENGR 111, 112, PHYS 218, 208. Students must receive a grade of C or better in all CBK courses. Automatic acceptance to the upper division (OCEN) requires a GPR of 2.75 in the CBK courses and overall. Students with GPR below 2.75 may be accepted depending on space available.

3. Texas A&M students changing curriculum to the Ocean Engineering Program from other disciplines must have an overall GPR of 2.75, be eligible for upper-division status, and otherwise comply with the policies stated herein. Students wishing to transfer with less than a 2.75 may be accepted depending on space available.

4. Transfer students admitted by the University into the Ocean Engineering Program will be placed in the lower division (OCEL) and must meet the requirements listed in paragraph 2 above. Those students who have completed the lower division requirements will be moved to upper division (OCEN) status immediately so that they can enroll in upper level engineering courses.

5. OCEN students must receive a “C” or better in all OCEN courses (effective catalog 127). Students in catalogs 132 and higher must receive a “C” or better in all OCEN and CVEN courses.

6. Academic Probation. Ocean Engineering students will be placed on academic probation for the following reasons:
   a) Scholastic Probation: Student’s overall GPR is less than 2.0.
   b) Program Probation: Student’s semester GPR is less than 2.0.

7. Probation Guidelines. The probation guidelines are as follows:
   a) GPR greater than 2.0 overall and in major field – Good Academic Standing
   b) Overall or last-semester GPR less than 2.0 – Academic Probation
   c) Grade point (GP) deficiency greater than 18 GP overall or in major – Registration Block from College of Engineering
   d) Students on academic probation will be blocked from registration, but may be allowed to register for the upcoming semester after demonstrating satisfactory academic progress to the Undergraduate Advisor.

8. Probation Conditions. The probation conditions for Ocean Engineering students are based upon the number of grade points (GP) the student is below a GPR of 2.0. The probation conditions are as follows:
a) Take 12 hours or more in the OCEN curriculum
b) No grade less than “C”
c) C + 0 to 9, as specified by the Undergraduate Advisor. In general, a student on probation will be expected to achieve at least a 2.5 GPR in the following semester.

Students are expected to overcome GP deficiencies within two semesters or be meeting the probationary conditions each semester. Students may be blocked from registration if they do not meet the probation conditions. Students who are making progress, (e.g. semester GPR is greater than 2.0), but do not meet specific probation conditions, may be allowed to continue in school upon the recommendation of the Undergraduate Advisor.

9. Registration Block. A student will be blocked from registration for the following reasons:
   a) Does not meet probation conditions.
   b) GP deficiency is greater than 18 GP.

   A registration block will be for at least two semesters (summer and fall, fall and spring, or spring and summer), and the student must apply for readmission.

10. Readmission. Readmission to the Ocean Engineering Program will depend on demonstrated evidence of maturity, proven academic performance at another academic institution, or other factors suggesting probable satisfactory academic progress. Readmitted students with a GPR less than 2.0 will be placed on probation upon their return. Students behind 19 or more grade points overall, or 10 GP in their major field, will not be readmitted unless a compelling case can be made.

11. Student’s Rights. Students placed on academic probation or blocked from registration may appeal the decision in accordance with the procedures in the current Texas A&M University Regulations.

---

**Change of Curriculum (Major)**

Dwight Look College of Engineering

Students may desire to change their major for various reasons. Within the College of Engineering, the students must complete the Change of Curriculum form. This form is usually completed in the Department or Program to which the student is changing. For students wishing to change from Ocean Engineering to another engineering discipline, the student obtains the Change of Curriculum form from the Undergraduate Advisor in the new department. The new department advisor signs the form and makes the change of curriculum in Compass. The signed form is returned to the Ocean Engineering Administrative Assistant; the student file is then mailed to the new department. For students wishing to change into Ocean Engineering, the Advisor must ensure that the student meets the requirements outlined in the Ocean Engineering Academic Policy. Assuming those requirements are satisfied, the Advisor and student complete and sign the Change of Curriculum form, and the OE advisor signs the Change of Curriculum form and enters the change in Compass. The Change of Curriculum form is mailed to the previous Department/Program, and the previous Department sends the student’s file to the Ocean Engineering Program.

Outside the College of Engineering

A student desiring to change out of Ocean Engineering should first check with the prospective new department/program to make sure that all academic requirements are satisfied and that the prospective department/program will accept them. Once all parties agree on the change of curriculum, the student completes the change of curriculum form and signs it. The new department/program finalizes the change of curriculum, enters the change in Compass, and routes the change of curriculum form as required. A student wanting to change into the Ocean Engineering Program must talk with the OE Undergraduate Advisor to insure the requirements outlined in the Ocean Engineering Academic Policy are satisfied. If it is agreeable to make the change, the change of curriculum form is signed, the change is entered into Compass, and the form is mailed to the original department requesting that the student file be sent to OE at MS 3136.

**Cooperative Education Program (Co-op)**

The Cooperative Education Program is a university-wide program where qualified students alternate work and academics. The student must have completed 30 credit hours and have a 2.5 GPR. The Co-op Program Office is located in the Koldus Building; interested students should contact the Co-op Program Office directly concerning the program. Typically the student works for a company three work terms (semester). A typical Co-op schedule for ocean engineering students is shown in Table 2. Students interested in the Co-op program should discuss it with their advisor and the Co-op
Program Office. The Co-op office will ask them to complete a schedule with their academic advisor and return it to them. Next, the student and the Co-op office determine a company that needs an ocean engineering student. The Ocean Engineering Program can also contact companies and notify the Co-op office to make arrangements for a Co-op opportunity. Once the company has been identified and the degree program has been determined the student can begin the Co-op program. The student enrolls in ENGR 385 (1 credit) each work term and must complete a work term report that is graded by the faculty advisor.

Table 2. Typical Co-op Schedule for Ocean Engineering Students.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Season</th>
<th>Year</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Sem</td>
<td>Fall</td>
<td>Freshman</td>
<td>TAMU</td>
</tr>
<tr>
<td>2nd Sem</td>
<td>Spring</td>
<td>Freshman</td>
<td>TAMU</td>
</tr>
<tr>
<td>3rd Sem</td>
<td>Fall</td>
<td>Sophomore</td>
<td>TAMU</td>
</tr>
<tr>
<td>4th Sem</td>
<td>Spring</td>
<td>Sophomore</td>
<td>TAMU</td>
</tr>
<tr>
<td>5th Sem</td>
<td>Summer</td>
<td>Sophomore</td>
<td>Work</td>
</tr>
<tr>
<td>6th Sem</td>
<td>Fall</td>
<td>Junior</td>
<td>TAMU</td>
</tr>
<tr>
<td>7th Sem</td>
<td>Spring</td>
<td>Junior</td>
<td>Work</td>
</tr>
<tr>
<td>8th Sem</td>
<td>Summer</td>
<td>Junior</td>
<td>TAMU</td>
</tr>
<tr>
<td>9th Sem</td>
<td>Fall</td>
<td>Senior</td>
<td>Work</td>
</tr>
<tr>
<td>10th Sem</td>
<td>Spring</td>
<td>Senior</td>
<td>TAMU</td>
</tr>
<tr>
<td>11th Sem</td>
<td>Summer</td>
<td>Senior</td>
<td>TAMU</td>
</tr>
<tr>
<td>12th Sem</td>
<td>Fall</td>
<td>Senior</td>
<td>TAMU</td>
</tr>
<tr>
<td>13th Sem</td>
<td>Spring</td>
<td>Senior</td>
<td>TAMU</td>
</tr>
</tbody>
</table>

The Undergraduate Advisor is the Co-op Advisor for all OCEN Co-op students. Typically the Ocean Engineering Program has one or two students in the Co-op program. The advantage of the Co-op program is the ability of the student to be involved in the industry and making money while completing his/her education. The disadvantage is that it takes a student an additional year to complete the BS degree.

**Career Planning and Placement**

**Career Center**

The Career Center is located in room 209 on the second floor of the Koldus Building. Its objective is to provide a central location for prospective employers to arrange, schedule and conduct interviews with Texas A&M students. It provides services pertaining to career fairs, behavioral interviewing skills, career advising, resume writing/reviews, job search strategies, networking contacts, and salary evaluation and negotiation. Ocean Engineering students are advised to register with the Career Center at [http://HireAggies.com](http://HireAggies.com) so they may participate in the interview process conducted by companies interested in Ocean Engineers. All Ocean Engineering students should have a one-page resume by their senior year. Students are advised to contact companies involved in the Ocean Engineering on their own (personal letters, telephone inquiries, etc). Students should get involved in the interview process immediately during their senior year. Students may also find summer job opportunities through the Career Center.

**Ocean Engineering Job Opportunities Bulletin Board**

There is a bulletin board where all job opportunities are posted in the hallway across from the entrance to the Ocean Engineering Office. The Ocean Engineering faculty receive job inquiries from companies wanting to interview ocean engineering students, and these requests are posted on the bulletin board. Summer job opportunities are also posted. Again, students should not totally depend on the announcements found on the bulletin board and should pursue their own contacts through personal correspondence with companies and attending professional society meetings (MTS and SNAME).

**Ocean Engineering Resume Book**

A resume book is assembled at the beginning of each Fall and Spring semester and distributed to companies interested in hiring Ocean Engineering graduates. Ocean engineering students prepare one-page resumes that are submitted to the Undergraduate Advisor (Ms. Sams). Resumes for students interested in summer internships are also placed in the resume book. The Ocean Engineering Resume Book is a joint effort by the Ocean Engineering Program and the Student Chapters of SNAME and MTS.
Dropping Courses, Adding Courses, and Withdrawal from the University

Adding Courses
Students should find the dates in the current Undergraduate Catalog or Schedule of Courses for adding and dropping courses. Generally, courses may be added during the first 5 class days of the regular terms and the first 4 days of a summer term. After that period, only the Dean of the College can authorize adding courses. Students normally add courses by using the Web site (https://howdy.tamu.edu). In certain circumstances, such as being forced into a class, the student must contact the department offering the course and request the department representative to force the student into the course.

Dropping Courses
Students should again find the dates in the current Undergraduate Catalog for dropping courses. Generally courses may be dropped as a No Record Drop or Q-Drop. No record drop may be accomplished using the Web site (https://howdy.tamu.edu) during the no-record drop period that is the first 5 class days of the regular term and 4 class days of a summer term.

A Q-Drop is used for dropping courses after the No Record Drop period has passed. A student may Q-Drop through the 50th class day of a regular term, the 15th class day of a summer term, and the 35th class day of the 10-week summer term. Again the current Undergraduate Catalog is used to determine the exact dates for the Q-Drop period. Currently, students may Q-Drop three times for their own personal reasons with approval of the Undergraduate Advisor. After that, the Q-Drop may only be used for extenuating circumstances (extended illness, family problems, and financial problems). Ocean Engineering students must obtain the Q-Drop form on-line from the Registrar’s Office Forms (or from OE information forms box), complete the form, and get it approved by the Undergraduate Advisor. The Administrative Assistant enters the Q-Drop in COMPASS (SFASRPO) and the form is retained in a central file with Q-drops; it is filed in the student’s file after the semester is completed. Students should be aware of the consequences of dropping the course. For instance, the dropped course can be a prerequisite for a course that the student plans to take during the next semester. Also, a record of the course and Q-drop remains on the student’s official transcript.

Withdrawal from the University
Ocean Engineering students may find it necessary to withdraw from the university during the semester and must withdraw prior to the Q-drop deadline. Students needing to withdraw must see the Assistant Dean for Engineering Student Services (Zachry 204). To withdraw, the students must withdraw from all courses and then must complete a reapplication form to reenter the university.

Upper/Lower Degree Sequence
When freshman or transfer students enter the Ocean Engineering Program, they are initially placed in the lower degree sequence (OCEL). To advance to the upper degree sequence (OCEN), the students must complete the Common Body of Knowledge (CBK) courses. The CBK courses are identified in the Undergraduate Catalog in the Freshman Year courses. For example, in Catalog 128 these courses are ENGL 104, ENGR 111, 112, MATH 151, 152, PHYS 218, 208. Students are required to attain a grade of C or better in all CBK courses. Automatic acceptance to the upper division (OCEN) requires a grade point ratio (GPR) of 2.75 effective catalog 132 in the CBK courses and overall. Students with GPRs below 2.75 may be accepted depending on space available.

Resource Contacts
Students will undoubtedly need to contact various resources for information, and a brief list of resources follows in Table 3.

<table>
<thead>
<tr>
<th>Office</th>
<th>Person</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Associate Dean for Academic Programs</td>
<td>Dr. Jo Howze</td>
<td>845-7200</td>
</tr>
<tr>
<td>Assistant Dean, Engineering Student Services</td>
<td>Dr. Ray James</td>
<td>845-7265</td>
</tr>
<tr>
<td>International Students</td>
<td>Dr. César Malavé</td>
<td>458-2693</td>
</tr>
<tr>
<td>Career Center</td>
<td></td>
<td>845-5139</td>
</tr>
<tr>
<td>Student Counseling Service</td>
<td></td>
<td>845-4427</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td></td>
<td>845-3236</td>
</tr>
</tbody>
</table>
Honors Programs

University Honors Program

The University Honors Program is university wide, and more than 300 Honors courses are offered each year by the academic departments. Honors students are allowed to register early, and this permits them to get first selection on courses. New freshmen must have graduated in the top 10% of their high school class and attained a composite score of 1250 on the SAT or 28 on the ACT. Second semester freshmen, sophomores, juniors and seniors may participate in the Honors Program if they have a Texas A&M grade point ratio (GPR) of 3.5 or better. Transfer students are considered on an individual basis. Students in the Honors Program must maintain a cumulative GPR of 3.5 or better. Details of the University Honors Program are contained in the current Undergraduate Catalog or from the Honors Program Office (845-1957).

Engineering Scholars Program (ESP) Honors Certificate

The Engineering Scholars Program provides the opportunity for engineering students to enroll in honors courses, obtain early involvement in graduate studies and participate in honors independent study such as the University Fellows Program. This program is administered through the Engineering Student Services and Academic Program (ESSAP) office in collaboration with the individual engineering departments. Each department has an ESP coordinator who is responsible for advising and mentoring ESP students. To complete the ESP program, students will have taken 18 honors hours, including the two required seminar courses, and including the independent study/undergraduate research credits, if these are taken as honors hours. More information may be obtained online at http://www.tamu.edu/esp/ or from the Engineering Student Services and Academic Programs office (Zachry 204).

Student Activities

Marine Technology Society (MTS)/Society of Naval Architects and Marine Engineers (SNAME)

Two Texas A&M student chapters of national professional societies are currently available for Ocean Engineering students. The Marine Technology Society (MTS) student chapter was formed in 1977, and the Society of Naval Architect and Marine Engineers (SNAME) was formed in 1985. Both student chapter organizations have their own by-laws and are university-recognized organizations. Therefore the organizations are operated under their own by-laws and the university rules and regulations for university-approved organizations. The MTS/SNAME is operated as a joint organization with a set of officers (Chair, Vice Chair-MTS, Vice Chair-SNAME, Treasurer, and Secretary). These officers are elected by the members at the end of each Spring Semester and begin their duties at the conclusion of the Spring Semester. The Chair or designated representatives serve on the Student Engineers Council and the Civil Engineering Student Advisory Board. Dues for MTS are $25 and SNAME are $35 each per year, or a total of $60 for both. Each society sends a free publication on a quarterly or monthly basis to members. MTS sponsors the Outstanding Ocean Engineering Student Award each year. The Texas Section of SNAME holds a joint meeting with the student chapter each year in March, and it is co-sponsored by the MTS Houston Section. The Texas Section of SNAME awards an annual Academic Excellence Award. All Ocean Engineering students are strongly encouraged to join the student chapters. The web sites are www.sname.org and www.mtsociety.org. The faculty advisor is Dr. James Kaihatu.

The MTS/SNAME student chapter holds biweekly meetings during the academic year. Faculty and industry speakers are occasionally invited to the monthly meetings. Students organize field trips usually once a year. Also the students may attend MTS and SNAME section meetings in Houston and the Offshore Technology Conference in May. Operating funds are provided by donations and through student fund-raising efforts such as T-shirt and engineering paper sales. The student members also represent the Ocean Engineering Program at Career Day and other similar University events directed towards recruiting and providing information to Texas high school students.
Honor Societies

Omega Epsilon is an honor society initiated by the Ocean Engineering Program at Texas A&M University. Junior and Senior Ocean Engineering students are considered for induction based upon their cumulative GPR and class rank. New inductees are notified each Fall and Spring Semester. Officers are elected each academic year. It is also a university-recognized student organization. Dr. Jennifer Irish is Faculty Advisor for Omega Epsilon. Tau Beta Pi is an engineering honor society open to all engineering students. More information on this society can be obtained from the Engineering Program Office (Zachry 204).

Human Powered Submarine Project

The Human Powered Submarine Project is an extracurricular activity for Ocean Engineering students. The objective of the project is to design, build, and race human powered submarines for international submarine races such as the International Submarine Races and the Human Powered Submarine races. Races are normally scheduled during the summer on a yearly or biannual schedule. Interested students should contact the Faculty Advisor, Dr. Robert E. Randall (845-4568).

Academic Scholarships

The Ocean Engineering Scholarship Committee awards competitive academic scholarships to qualified applicants each Fall and Spring Semester. Please see the Staff Assistant for applications in the Ocean Engineering Office in the CE/TTI Tower Building, Room 801. The amount of the scholarships varies with the sponsor; however, each scholarship is generally valued at $1000 or more and is distributed over the academic year. Sponsors of scholarships include Society of Naval Architects and Marine Engineers (SNAME), Marine Technology Society (MTS), McDermott, Hindes Foundation, and others. Students must be members of SNAME and MTS to receive SNAME and MTS scholarships. The Chair of the Ocean Engineering Scholarship Committee is Dr. Richard Mercier.