

**Aerospace Engineering Department
Blended BS+MS Program
(AERO 4+1)**

Procedures and Policies

January 2001

These procedures and policies compliment the information in the Cal Poly 2000-2001 catalog about the graduate 4+1 program in Aerospace engineering (AERO 4+1). These policies have been coordinated with the university records office and with the Associate Dean in the College of Engineering. AERO 4+1 is not an honors program, but it is an opportunity for students who qualify to receive joint Bachelor of Science and Master of Science degrees in an accelerated program for highly motivated students in Aerospace engineering.

Requirements and recommendations for application:

3.0 GPA (recommended); 2.5 GPA (minimum); junior or senior year status at Cal Poly, faculty advisor contacted and senior project topic identified. Students with more than 210 units are not eligible for this program. Students must maintain 3.0 GPA in courses counted towards their graduate degree and should complete the graduate writing requirement.

Junior-Senior Year:

Apply if qualified by completing a “formal study plan” for research and graduate programs and submitting it with a grade transcript and thesis proposal to the graduate coordinator and subsequently to the faculty for review. Forms are available in the department office. The study plan should clearly identify any “double counting” that is planned to occur (see below). The thesis proposal should state the faculty advisor who has been contacted for the senior project and subsequent thesis. It is also highly recommended to briefly outline the plan for completing the research portion of the master’s degree in the thesis proposal.

The study plan should be at the Graduate Records Office as soon as 12 credits are completed towards the graduate degree.

Acceptance into AERO 4+1 Program:

Students accepted into the program will receive an acceptance letter from the graduate coordinator with copies sent to the department head and to the university records office. The student who is accepted should:

1. *Submit a Change of Objective Form* with the change being that the student is now enrolled in the Aero Blending Program. The Change of Objective Form is available at the Graduate Studies Office.
2. *Not register* for senior project courses AERO 461 or AERO 462. Use AERO 599 units instead. Five AERO 599 units are considered equivalent to the senior project degree requirements implied in *successfully taking both* AERO 461 (2 units) *and* AERO 462 (3 units). The faculty advisor must realize that giving five AERO 599 units to an undergraduate student who is in the AERO 4+1 program is equivalent to that student successfully completing a senior project.
3. *Double count* towards their graduate degree up to twelve units of Aerospace engineering credits that were taken as undergraduate electives, including up to nine units of AERO 599 research units. For example, a student could double count a four-unit graduate course as an undergraduate elective and eight units of AERO 599. Total undergraduate units must be 186 minimum with a maximum of 12

graduate credits *double-counted*. Total graduate units must be 45 credits minimum (32 credits or more in residence), of which 23 must be at the 500 level, and none below the 400 level, and in which the student earned a grade of "C" or better. Students may *double-count* for courses taken prior to their entry into the AERO 4+1 program.

4. Apply for *graduate status* when qualified if financial aid will not be affected. *Graduate status* is not required to graduate with both degrees in the AERO 4+1 program, but in some instances it is necessary to participate in funded research. The student applies for this status by submitting an amended *formal study plan* that indicates the requirements for graduation have been met, including senior project.

Graduate Status:

Graduate status is attained when the student has attained the requirements for an undergraduate degree as posted in the appropriate university catalog. This includes *a minimum of 196 credit units*, twelve of which may be graduate credit units that will be double-counted. Five of the graduate credit units must be AERO 599 in lieu of AERO 461 and AERO 462, indicating that the senior project is complete. *At the student's initiative*, the graduate coordinator will send a notification letter along with the final amended *graduate study plan* to the records office and, after all grades have been posted for the 196 credit units, the words *graduate status* will be placed on the official student record. It is important to note that this status will affect the financial aid of undergraduate students, and so the student should contact the records office for details before applying for *graduate status*.

The student with *graduate status* may apply for an undergraduate degree if the AERO 4+1 program is terminated. Awards and honors that were postponed will be awarded at the end of the quarter when the undergraduate degree is received. The student who terminates the AERO 4+1 program and then decides to return must reapply for the normal Aerospace engineering graduate program. If a student does not show evidence of participation in the AERO 4+1 program for two quarters, the department will terminate their AERO 4+1 program.

Graduation:

The AERO 4+1 student, on meeting the requirements for an undergraduate degree as above plus 45 graduate credits including thesis defense, will petition for both the undergraduate and graduate degrees as required by the university records office. Any change of intention must be forwarded and approved by the Graduate Records Office and accepted by the Records Office. This is the responsibility of the student and advisor.

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