**Proposed Graduate Program of**

**[INSERT NAME HERE]**

**Leading to the Degree of**

**Master of Engineering (non-thesis) in Biological Systems Engineering**

**RESEARCH COURSES:**

|  |  |  |  |
| --- | --- | --- | --- |
| Subject | Course No. | Course Title | Credit Hrs |
| BSE | 5904 | Project and Report | 3-6 |

**5000-LEVEL (or higher) COURSES:** *(do not include transferred courses)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Semester | Subject | Course No. | Course Title | Credit Hrs |
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|  |  |  |  |  |
| *Subtotal* |  |

**4000-LEVEL COURSES:** *(if applicable)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Semester | Subject | Course No. | Course Title | Credit Hrs |
|  |  |  |  |  |
|  |  |  |  |  |
| *Subtotal* |  |

**TRANSFERRED 5000-LEVEL COURSES:** *(if applicable; see notes below)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Semester | Subject | Course No. | Course Title | Grade | Credit Hrs |
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|  |  |  |  |  |  |
| *Subtotal* |  |

*NOTES: Maximum of 50% of graded coursework can transfer from other university.*

 *You can only transfer courses in which you earned a grade of ‘B’ or better.*

 *Attach a copy of your transcript, as well as a course description for each course transferred.*

 *For transfer courses more than 5 years old, a Justification of ‘Old’ Coursework form must be filed with the Plan of study.*

 **Total Credit Hours: [TOTAL]**

**I have attached the following required documents:**

 \_\_\_ Research prospectus

\_\_\_ Documents showing the fulfilment of Ethics and Integrity trainings *(if applicable)*

 \_\_\_ Copy of transcript for courses transferred *(if applicable)*

 \_\_\_ Course descriptions for each course transferred *(if applicable)*

 \_\_\_ Justification of ‘Old’ Coursework form for transfer courses more than 5 years old *(if applicable)*

 \_\_\_ CV for any committee members outside Virginia Tech or non-tenure-track faculty *(if applicable)*

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Candidate Date Submitted**

**VERIFICATION OF DEGREE REQUIREMENTS:**

**COMMITTEE CHAIR: Please initial below certifying that this plan meets the following degree requirements. Be sure to list which courses meet the MATH/STAT requirement.**

|  |  |  |  |
| --- | --- | --- | --- |
| CRITERIA | HOURS | NOTES | INITIALS |
| Total credits | 30 min. |  |  |
| Course credits | 24 min. |  |  |
| Project & Report credits | 3-6 |  |  |
| 5000-level\* courses | 18 min. | \*or higher |  |
| 4000-level courses | 6 max. | Not appropriate: CHEM 4065, CE 4504, MATH 4554 |  |
| BSE courses | 6 min. | Cannot be satisfied by X974 (independent study) courses. |  |
| Transferred BSE Course DesignationList here: | 3 max. | Only three transferred credits can be used to satisfy the minimum required BSE courses. |  |
| BSE 5944 (Seminar) | 1 req. | Counts toward degree only once. Must be taken first fall semester. |  |
| Special/Indep. Study  | 9 max. | These are courses numbered X974 or X984. |  |
| Math/Statistics courses*List here:* | 6 min. | Can be satisfied by taking either math/stat courses or approved math/stat equivalents.  |  |
| Ethics and Integrity trainings(please list the date of completion) | Graduate orientation |  |  |
| BSE 5944 |  |  |
| Responsible conduct of research |  |  |
| Diversity Training | ENGE 5984: Graduate Student Success in Multicultural Env. |  |
| Does student have a prior engineering degree | Yes / No | Fluid Mechanics:List Here | Thermodynamics:List Here |

**ADVISORY COMMITTEE APPROVAL:** *(see notes below)*

Chair: [Type NAME and DEPT/ORG here] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Co-Chair: [Type NAME and DEPT/ORG here] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

*(if applicable)* Signature Date

Member: [Type NAME and DEPT/ORG here] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Member: [Type NAME and DEPT/ORG here] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Signature Date

*NOTES: Committee must have a minimum of 3 total members (including advisor).*

 *At least one member must be from outside BSE.*

 *For committee members outside of Virginia Tech, a current curriculum vitae must be attached.*

**DEPARTMENTAL APPROVAL:**

Graduate Program Director: Cully Hession \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Department Head: Dwayne Edwards \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Signature Date