How to Complete Air Force ROTC Form 48 Academic Planning Form: Curriculum Perspective

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Completing the Form

- On paper, in pencil.
- Header
  - Include M # with Name.
  - Complete header blocks (Section I-Blocks 1-3 & 5).
- Academic Plan (Section II)
  - If a new cadet, start with current semester Fall 2018.
  - Use major flow chart, BanWeb transcript, HASS list, Co-Curricular list, advising web pages, etc.
  - Know your allowable number of semesters or required grad date from the military.
Academic Plan

• Show all requirements including all required ROTC credits, co-curricular activities, etc. Remember that 3000/4000-level AF courses are 3 credits.

• For electives (technical, professional, HASS, free, ENT modules, etc) you can just show a placeholder with correct number of credits, you don’t have to pick specific classes now.

• Do not draft a plan with more than 18 total credits in a semester unless absolutely necessary (including ROTC, co-curr, etc).

• If you plan any summer courses – transfers or otherwise – make sure this is reflected on the plan. AF 0340 (Field Training) for co-curr.

• For some majors, required courses are fall or spring only. Please make sure you understand these offerings before making your plan.

• Make sure no pre-requisites are violated.

• Please do not expect same-day or next-day turnaround from your academic advisors. We can likely check and return your form within a week or so.
HU/SS/FA/PSY/EC 1XXX/2XXX CREDITS ARE USABLE AS HASS CREDITS TOWARDS THE RESPECTIVE HASS REQUIREMENTS

EXCEPT FOR THE 3000-4000 LEVEL HASS REQUIREMENT (WOULD NEED 3XXX/4XXX)

TRU XXXX IS FREE ELECTIVE ONLY
Bachelor of Science-Mechanical Engineering
Academic Year 2015-2016 and later

Semester 1
- UN1015 Composition (3)
- UN1025 Global Issues (3)*

Semester 2
- CH1150 University Chemistry 1 (3)
- MATH 1166 Engineering Mathematics 1 (5)

Semester 3
- MAT120 Calculus (3)*
- MAT1202 Calculus II (3)*

Semester 4
- MEEM2110 Statics (3)*
- MEEM2150 Dynamics (3)*

Semester 5
- HASS Communication/Composition (3)*
- MEEM3100 Mechanical Engineering Practice I (2)

Semester 6
- HASS Humanities/Fine Arts (3)*
- MEEM3101 Mechanical Engineering Practice II (2)

Semester 7
- HASS Social & Behavioral Science (3)*
- MEEM3102 Mechanical Engineering Practice III (2)

Semester 8
- HASS Any Course (3)*
- MEEM3103 Mechanical Engineering Practice IV (2)

6 credits must be 3000 level or higher. 3 credits maximum from HASS Restricted List.*
If you plan to complete the Enterprise Concentration, please see your major advisor to declare that.
Where do ROTC Credits Go?

- ALL AF CREDITS (1001 through 4002, etc.) = Free Electives ONLY except for those on the co-curricular list - Physical Training: AF 0120/0130/0230/0340

- For co-curriculars: can use each course number only once, 3 units to graduate. Some are ½ unit, some are 1 full unit.

- **AF 3001 (3 cr) = Supplemental HASS**
  - No more than 3 credit from this sub-list.
  - Mark other HASS credits as Non-Supplemental.
  - If you take HU 3120, CM 3410, or ENT 2961/2962 and use as HASS, you cannot use AR/AF for HASS

- SS 3505 (Military History) = HASS SBS or HASS Any course
Other Curricula

- **Start with one focus (your major) in most cases.**

- **Minors**
  - See Minor Advisor
  - List on www.mtu.edu/registrar/ (Students/Student Advising)
  - Declare minor and sign audit with minor advisor.
  - Declared minor(s) must be complete in order to graduate.
  - Discuss including minor requirements on the ROTC form with cadre.

- **Aerospace Studies (AFAS) Minor**
  - Advisor: LTC O’Kane
  - Minor credits fulfilled with AF credits
  - Can count HU 3120, SS 3505 and/or SS 3600 (up to all 3 courses) as HASS credits.

- ME minors – Manufacturing and Aerospace **Engineering** (EMAE).

- Other minors – French, German, Spanish, Electrical Eng, Structural Materials
Other Curricula

Double Majors and Dual Degrees

– See advisor for major you want to add.
– See primary major advisor also for any possible substitutions.
– Complete academic plan showing requirements for both degrees, minding typical fall and spring offerings.
– Have plan checked by both major advisors.
– Discuss including additional requirements on the ROTC form with cadre.
A practice sheet
- More copies available outside ME advising office or on the ME advising web page
Thank You!