

**Michigan Tech
Department of
Mechanical &
Aerospace Engineering**

**Orientation
Department Welcome
August 25, 2026**

MAE Academic Advisors

maeadvise@mtu.edu

Ryan Towles

- Michigan Tech grad (1999)
- Advisor since 2010
- Copper Country Track Club & Keweenaw Ultra-Marathon Club Advisor

Sarah Sohlden

- Michigan Tech grad (2000)
- Advisor since Fall 2022
- Extensive CAD experience

Mark Provoast

- Michigan Tech grad (1987)
- Advisor since Fall 2022
- Long-time Admissions staff member

Agenda

- ▣ MAE Advising Center
- ▣ Scheduling/Registration
- ▣ Key dates
- ▣ University academic policies
- ▣ Study tips
- ▣ Campus resources
- ▣ Opportunities (Career Fair, Involvement)

MAE Advising Center

8:00 am – 5:00 pm

Monday – Friday

2nd Floor R.L. Smith (MEEM)

(Building 20)

**within Engineering Learning Center
(Inside MEEM 203)**

906.487.2564

<https://www.mtu.edu/mechanical-aerospace/undergraduate/advising/>

Walk-in or by email/phone

Be prepared to meet with academic advisors...

- ▣ Know your M number which is not your social security number. It's 8 digits after an 'M'. It is on your Tech ID.
- ▣ Bring any previously marked-up flow charts, notes, forms, etc. when you meet with us
 - Create and maintain a personal academic records folder
 - Take notes during advising meetings
- ▣ Do not email advisors separately
 - Use maeadvise@mtu.edu
 - Use your Michigan Tech email account.

MAE Advising Web Page

<https://www.mtu.edu/mechanical-aerospace/undergraduate/advising/>

Lot's of FAQs, links, forms...

A good first stop for advising information, see an advisor with questions.

Advising Feedback

Please feel free to come and see us with concerns or to discuss your advising experience. Please understand that advisors don't make decisions. We have to execute university and department policies.

I heard that...

- ▣ If you hear things regarding curricular issues and/or academic policies from a friend, there is a good chance that you have incorrect information. Even though what they are saying may be correct **for them**.
- ▣ Verify with an MAE Academic Advisor or department responsible for the policy

Scheduling

Current schedule may not be complete if you are not in **at least 4 courses** (generally speaking, math, engineering, science, and Ess Ed; plus labs and PE, etc) and **at least 12 credits**.

If you are in University Chemistry (CH 1150 & 1151):

You are encouraged to add optional recitation:

CH 1153 – 1 credit

Scheduling

If you are in Prep Chemistry (CH 1000) and earned a 'B' or better in high school Algebra and Chemistry (and at least in MA 1031/1032 for this fall), then you may change from CH 1000 to CH 1150/1151.

You may contact Susan Liebau
(206A Chem Sci, slliebau@mtu.edu) to discuss.

Likewise you might need to change from CH 1150/1151 to CH 1000

www.mtu.edu/chemistry/undergraduate/first-year/

Scheduling

- ▣ You can move back in the math sequence (e.g., MA 2160 or 3160 to MA 1160/1161 or MA 1160/1161 to MA 1032), but once this decision is made it is final.
- ▣ Students may not change cohort classes on their own (MA/ENG).
- ▣ Contact the Registrar's Office (schedule@mtu.edu) for possible changes (with good reason).

Do this ASAP if you need changes.

- Athletics
- ROTC
- Changing Math or Chemistry courses

Scheduling

Success Courses:

- ▣ You may not drop UN 1010 this fall unless you are in UN 1000 also (Learning Communities requirement).
- ▣ You may not drop UN 1000 (ExSEL requirement).
- ▣ Contact Wahtera Student Success Center for possible section changes if needed (success@mtu.edu).

Scheduling

Other Courses:

- You may not drop HON 1150 (Pavlis Honors College requirement).
- You may not drop KIP 1900 (Athletics requirement).
- You may or may not have PH 1100, OK either way.

Scheduling

CH1150/1151 credit and scheduled for MSE2100 or CH1160/1161?

- See an MAE Academic Advisor

Starting in MA1030?

- See an MAE Academic Advisor

Calculus lab sections have no set times, weekly software assignments.

UN 1014 & UN 1015

- ▣ Either course fulfills Ess Ed Composition requirement.
- ▣ If placed in UN 1014, current expectation is you will then take UN 1015 also for either Communication Intensive or SHAPE credits.
- ▣ Like Chemistry, student placed into UN 1014 can elect up into UN 1015, or vice versa.
- ▣ Guidance: <https://www.mtu.edu/humanities/undergraduate/first-year-writing/placement/>
- ▣ Make every effort to take UN 1015 in your first year/summer, or transfer in from another school the first summer.
- ▣ UN 1015 is a non-concurrent pre-req for ME 2901.
- ▣ UN 1015 is a prerequisite for many Essential Ed courses.

Scheduling

German/Spanish

- Take online placement exam if you have any previous experience.
- You may earn extra placement credits for taking your first course.
- Minors are available.

Transfer Credits

- ▣ Official transcripts should be sent to Michigan Tech Transfer Services as soon as the course has been completed. A grade of 'C' (2.00/4.00) or better is required for a course to transfer.
- ▣ Same with any AP/IB/CLEP scores.

Double Major

- ▣ ME/AE or AE/ME double majors can be declared starting on the first day of class.
- ▣ Experience - My Undergraduate Degree - Change/Add/Drop a Major/Minor/Concentration
- ▣ Be sure to Add Major, not Add Degree.



Michigan Tech

Bachelor of Science-Aerospace Engineering

Sample Course Plan.

ME PRIMARY DOUBLE MAJOR

IPC?



Prerequisite³
(Course must be completed prior to enrollment)

(C) Concurrent Prerequisite³
(A prerequisite course that may be taken concurrently)

Required Corequisite³
(Courses must be taken together)

(#) Course Credits

See cited notes on back

128 Total Credits
May 2026



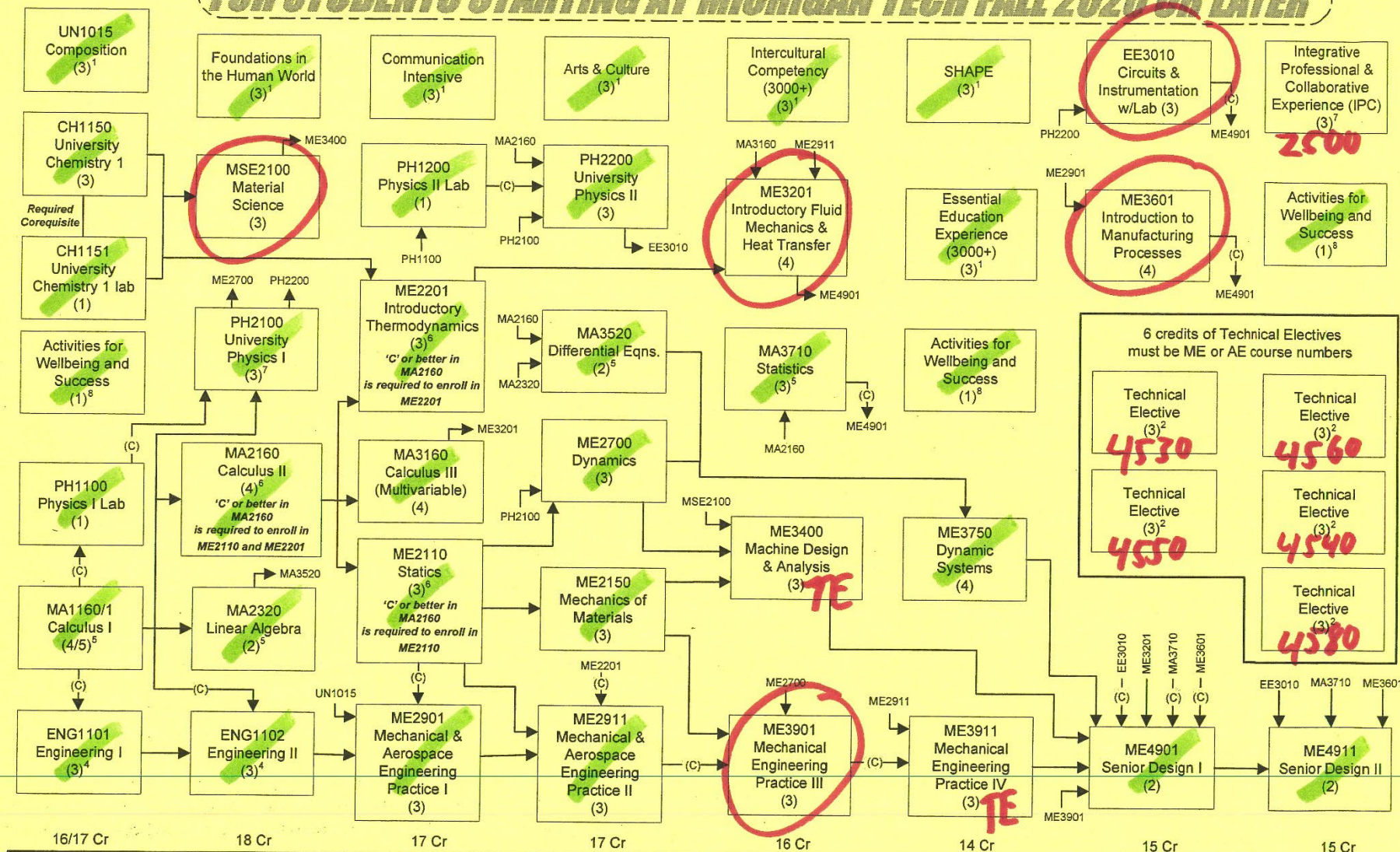
AE PRIMARY DOUBLE MAJOR Michigan Tech

Bachelor of Science-Mechanical Engineering

Sample Course Plan: All required courses are offered each fall and spring semester.

Students may take courses in any semester as long as prerequisites are met.

FOR STUDENTS STARTING AT MICHIGAN TECH FALL 2026 OR LATER



Prerequisite³
(Course must be completed prior to enrollment)

(C)
Concurrent Prerequisite³
(A prerequisite course that may be taken concurrently)

Required Corequisite³
(Courses must be taken together)

(#) Course Credits

See cited notes on back

128 Total Credits
May 2026

Mechanical Engineering Integrative Professional & Collaborative Experience (ME IPC) Courses - 3 credits

☆ No published list as of yet. Advisors have a working list.

☆ Some examples of courses that will definitely count:

AE2500/2550

MSE2110

BUS1100

BL1400

PH1600/1610

CEE3331

CH1160

PH2400

OSM3000

CS1121/1131

SU2000

OSM4650

EE3160

UN2600

UN3002

GE2000

ACC2000

GE2020

AR2011/2012

MA3210

BL3001

☆ Others could be approved on a case-by-case basis.

☆ Could be an extra tech elective.

Important dates for Fall 2026

Friday, September 4 (Wk1) – Last day to add a full semester class.

Wednesday, September 9 (Wk2) – Last day to drop a full semester class with a refund if you drop below 12 credits– Financial Aid credit load established. Last day to drop a full semester class without a grade. All drops for all undergrads must now go through academic advisors.

Tuesday, September 29 – Fall Semester Career Fair

Monday, October 19 (Wk8) – Mid-term Progress reports available (after 5 pm) and Track B begins

Sunday, October 25 (Wk9) – Spring/Summer Registration begins according to earned credits.

Friday, November 20 (Wk12) – Last day to drop a full semester class with a “W” grade
Note: After 5:00 pm on November 20, you cannot drop a full-semester class unless there are clearly extenuating circumstances that prohibit you from completing the course (Late Drop policy). A “W” will appear on your transcript if a late drop request is approved. **Late drops are not approved strictly to avoid poor grades. All drops must now go through academic advisors.**

November 23-27 – Thanksgiving Break

December 14-18 – Final Exams

First-Year Students

Adding or dropping a class

During Orientation and Week 1 (through Sept 4th):

- ▣ Contact academic advisor and/or Registrar's Office (schedule@mtu.edu) for changes

After Week 1:

- ▣ Contact academic advisor.
- ▣ Instructor signature (approval) required to add

After Wednesday of Week 2:

- ▣ Talk to your instructor about your grade.
- ▣ If through that conversation you determine that you still want to drop, contact advisors.
- ▣ Request drops through Experience.
- ▣ Advisors will process drops.

Mid-Term Grades

- ▣ Mid-Term grades or marks of satisfactory or unsatisfactory are assigned for first-year students during the fall and spring semesters.
 - Satisfactory 'SA' ='C' or better at mid-term
 - Unsatisfactory 'UN' = lower than 'C' at mid-term
- ▣ First-year students with 2 or more 'UN' or below C mid-term grades are considered in danger of academic probation and must meet with the student success center. Academic advisors will reach out as well.

Academic probation if:

- ▣ After final semester grades:
 - Cumulative GPA is below 2.00, or
 - Most recent semester GPA is below 2.00, or
 - Departmental GPA is below 2.00, based on at least 16 credits of ME/AE courses
- ▣ Changed (back) to 'good standing' when **ALL** of the above GPAs are 2.00 or higher
- ▣ A student who performs poorly in the Fall 2026 semester will be on probation for Fall 2026 (retroactive)
- ▣ All first-year students placed on academic probation should contact MAE academic advisors right away regarding registration for Spring 2027.

If things don't go well...

- ▣ Repeat any grades lower than 'C' as soon as possible (especially MA, ENG, PH, CH, ME, AE). Not recommended to move ahead to the next course in a sequence with 'CD' or 'D' grades.
- ▣ You **must** earn a 'C' or better in MA 2160 to take ME 2110 or ME 2201.
- ▣ There may be consequences with financial aid with repeated coursework, so contact that office to discuss your status and options.
- ▣ Three attempts at a given course. W's do not count.

Advising Philosophy - Proper Course Loads

- ▣ Part of best-practice time management is taking on proper course loads.
- ▣ An appropriate graduation date is the result of appropriate academic planning. Strictly planning to a date can be dangerous.
- ▣ Academic performance ought to be your highest priority. Your employment opportunities are best at 3.00 GPA or higher.
- ▣ Number of courses can be more an indicator of load than number of credits.
 - Typically, a semester load should be 4-5 courses (plus maybe labs/PE/help, etc) with one of those 4-5 being a general education course if possible.

Time Management

- ▣ How much time is required to be successful in your college studies?
- ▣ Good rule of thumb – Minimum 2-3 hours of study/prep time for each hour in class
- ▣ Typical 15 credit schedule means
15 class hours + 30 study/prep hours minimum =
45 hours minimum per week
- ▣ Use a calendar/planner (paper, phone, online, etc).
- ▣ Make a study schedule. Use semester planning.
- ▣ Study in a distraction-free environment.

MANAGE YOUR TIME WISELY!

Time Log

- ▣ How are you spending your time?
- ▣ Keep log for two weeks.
- ▣ Analyze your results:
 - Are you sleeping 7-8 hours per night (minimum)?
 - ▣ Trying to 'catch up' on sleep on the weekend is not as healthy as a consistent sleep schedule
 - ▣ Try to wake up within the same hour each day.
 - Are you getting enough exercise?
 - Are you attending ALL of your classes?
 - Are you studying 30-40 hours per week outside of class time?
- ▣ If you have the time, get involved in campus activities, but not over-involved.

Repetitive Study

- ▣ Why does it take this much time to be successful?
- ▣ Repetitive study is an effective strategy for good academic performance.
 - Preview material
 - Attend every class
 - Take good notes
 - Review notes and formulate questions
 - Complete homework/practice problems
 - Work on projects/labs as applicable
 - Learning Center appointments/usage
 - Instructor's office hours
 - Study for quizzes/exams

Be a Professional Student

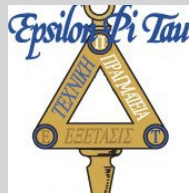
- ▣ Come to campus and stay on campus.
 - Treat your studies like a full-time job.
 - Have purpose to your study locations and time periods.
 - Go to class, every class.

- ▣ Be detail-oriented
 - Check your Michigan Tech email at least daily.
 - Pay attention to communication:
 - ▣ Emails – especially from instructors, advisors, Wahtera Center for Student Success, Dean of Students, etc.
 - ▣ Canvas – will be **VERY** important for your classes.
 - ▣ Experience – Checking schedule, changing classes, checking grades, current GPA, etc. OTLs will get you started.

Campus Resources – Use Them!!!

- ▣ Faculty (office hours and by appt)
- ▣ Learning Centers
 - For all subjects you are studying plus
 - Weekly appts recommended where available or walk-in
- ▣ Dean of Students Office
 - Wahtera Center for Student Success, Success Coaches
 - Student Disability Services
- ▣ Resident/Commuter assistants
- ▣ Upper-class students (with caution)
- ▣ Center for Student Mental Health and Well-being (Counseling)
- ▣ Career Services
- ▣ Academic Advisors (can refer you as needed)
- ▣ Further Orientation Sessions

Extra-Curricular Activities



Michigan Technological University
**Mechanical and
Aerospace Engineering**

ENTERPRISE TEAMS



BUILT WORLD
ENTERPRISE



green campus
ENTERPRISE



Career Services

- ▣ www.mtu.edu/career/events/career-fest/
- ▣ Fall 2026 Career Fair - Sept. 29th
- ▣ Local Jobs Expo – Sept. 4th
- ▣ Spring Career Fair (February 16, 2027)
- ▣ Internships for Summer 2027 are very appropriate for first-year students. Summer interns may be hired from either semester's Career Fair.

BE PREPARED & GO TO THE FALL CAREER FAIR!

See you later in the fall...

- ▣ Fall first-year academic advising meeting planned for around midterm.
- ▣ Watch your email for meeting notices and plan to attend.
- ▣ Will cover spring semester scheduling and registration, longer-term academic planning, important university policies, curriculum and extra-curricular options, and more in greater detail...

MAE Orientation Open House

Thursday (Aug. 27th)

2:00-4:30pm

AE – MEEM 11th Floor

ME – MEEM 2nd Floor

Can go to either or both.

Faculty Mingle/Q&A

Desserts and Drinks!

MAE Academic Advisors

Ryan Towles

Mark Provoast

Sarah Sohlden

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MAE Advising Center

Inside MEEM 203

906/487-2564

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