

Division of Academic Affairs
Office of Dual Degree Programs

***A Student
Guide to the
Engineering Degrees at
Hostos Community College***





**Engineering at Hostos Community College
Joint Degree/Dual Admission A.S./B.E. Programs
with The City College of New York**



Chemical Engineering
Electrical Engineering
Mechanical Engineering
Civil Engineering:
Track I: Civil Engineering
Track II: Environmental Engineering

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This guide provides important information about the joint degree/dual admission engineering programs at Hostos Community College with City College of New York (CCNY).

It is important for all engineering majors to keep abreast of program requirements and changes. The best way to stay informed is to maintain frequent communication with your faculty advisor, program administration, and with your fellow students.

Be advised that you, the student, are your best advocate and are responsible for meeting all program and degree requirements that have been approved by Hostos Community College, CCNY, and the NY State Department of Education.

It is a privilege to be a part of an engineering program. The Engineering Mentoring/Advisory Council is serious about the success of the programs and its students, so progress of each is monitored at the beginning and end of each semester.

Review this booklet carefully. If you still have questions, follow up with your faculty advisor or the advising coordinator of the program.

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Program Overview

Hostos Community College offers Associate in Science (AS) degrees in Civil, Chemical, Electrical and Mechanical Engineering. These programs are jointly registered, dual admission programs with the existing Bachelor of Engineering (BE) degrees at The City College of New York's Grove School of Engineering of CUNY. The programs have been designed to meet the licensure guidelines of the Accreditation Board for Engineering and Technology (ABET) and will provide Hostos students with the same curriculum as the first two years of the licensure qualifying program required at The City College of New York (CCNY). Upon successful completion of the lower division at Hostos, students will have a seamless transition to the upper division of the baccalaureate program at CCNY.

Our mission

Our mission is to provide for our multicultural and underrepresented student population a strong foundation of knowledge in science and mathematics as well as provide them with a high quality general education background.

To achieve this mission, the Mathematics and the Natural Sciences Departments are committed to keep the highest standards of excellence in teaching and service.

o **General Goal:**

To better prepare our students to earn advanced degrees in STEM fields.

o **Specific Goal:**

To better prepare our students to succeed in The City College of New York's Grove School of Engineering programs.

What does joint degree/dual admission mean?

The term joint degree/dual admission means that the engineering program is an agreement between Hostos and City College of New York (CCNY) offering students an opportunity to study two years at Hostos and two years at CCNY toward an A.S./B.E in engineering. Students accepted into the program are dually admitted to Hostos and CCNY and potentially can earn an associate and a bachelor degree in one of the following academic programs:

- Chemical Engineering
- Civil Engineering Track I: Civil Engineering
- Civil Engineering Track II :Environmental Engineering
- Electrical Engineering
- Mechanical Engineering

Who is my advisor?

All students enrolled in the engineering program will be assigned a faculty advisor. The advisors will be your first point of contact for any questions you have about curriculum, transfer credits, registration, and other academic issues. Also, the engineering advisor will be the only person who can provide **academic advisement and release the engineering STOP in your CUNY First account.**

Please visit us at: www.hostos.cuny.edu/oaa/ddp



Sign in “**Dual Degree Program Student Advisor Portal**” using your Hostos email account and password. The contact information of your advisor will be displayed, if you have any questions contact Mrs. Karla Contreras A-158.

General Requirements for Majors

- Follow the curriculum as described in the college catalog
- Observe deadlines for advisement, registration and ePermits
- Be in Good Academic Standing each semester
- Comply with Hostos and CCNY requirements
- Meet monthly with faculty advisor
- Provide accurate contact information
- Use and check daily, Hostos email account for all official communication with faculty advisors, instructors, and program administrators

How many program levels of study are there?

There are three program levels of study: Pre-associate, Associate, and Bachelor. The Engineering Mentor/Advisory Council will evaluate student performance and place each applicant into one of the program levels of study.

1. Pre-Associate Level

The **Pre-Associate Level** is for students who have failed one or more of the basic skills tests or who do not qualify for English 110 (Expository Writing) or Math 210 (Calculus). Completion of this level includes passing the basic skills tests and course pre-requisites to enroll in basic English and Math courses.

***Special Note:** Students placed in MAT10 or who don't pass the Math, Reading, and Writing exams should carefully consider the requirements of the engineering major before declaring an engineering major.

2. Associate Level

Associate Level Engineering majors qualify to:

- Enroll in ENG 110 and MAT210
- Study on ePermit at CCNY

In addition, majors at this level:

- Are eligible to receive an associate's degree
- May continue at CCNY toward a bachelor's degree
- May NOT take any required courses at another CUNY Institution.

3. Bachelor Level

Hostos graduates in good academic standing may continue at CCNY toward a bachelor's degree in engineering. You are responsible to fill out the transfer application on time, please work together with your advisor and program administrator to have the correct information.

What if I don't know which engineering program is right for me?

If you know that you want to go into engineering, but you are not sure about which track you would like to pursue then you should set up a meeting with the Engineering Program Coordinator.

Do I have to take Writing Intensive courses?

All engineering majors must take two Writing Intensive (WI) courses prior to graduation. Currently, CHE 210, CHE 220, PHY 210, HIS 210 or His 211 (not all the sections) and ENG 202 are being offered as WI.

What does Good Academy Standing mean?

All students in good academic standing:

- Earn a grade of “C” or better in all chemistry, engineering, math, and physics courses.
- Maintain a semester and cumulative GPA of 2.7 or higher.
- Earn a grade of “C” or better in all courses on ePermit at CCNY.
- Meet monthly with faculty advisor.

How can I change my major to engineering?

Students who wish to change their careers and/or educational objectives are required to obtain permission from the coordinator of the program in which they intend to study. This should be done during the advisement period and **prior to the fourth week of classes of the current semester.**

Requirements:

- Be placed at least in MAT 160
- GPA 2.7 or higher

To Officially Declare an Engineering Major:

- Get permission from the Dual Degree Office located in the office of Academic Affairs (A158)
- Complete a *Change of Curriculum* form and submit it to the Registrar's Office
- Check your CUNYfirst account to verify the change
- Send confirmation email to the engineering program coordinator or designee

How do I re-apply to an engineering major after withdrawing / taking a leave of absence?

If you are re-admitted, you will be held responsible for meeting all degree program requirements.

Students may not be readmitted until they have been separated from the University for at least one semester or the equivalent calendar time. An official leave of absence is required for readmission to the College. All readmission applications must be on file in the Registrar's Office one month prior to the first day of classes and validated with the appropriate fee of \$20.00 (non-refundable paid to Bursar office).

ePermit at CCNY?

The Joint dual degree program provide the opportunity to plan in advanced the ePermit request. Students that are planning to take ePermit must meet with their Engineering Advisors

Fall semester: The third week of March.

Spring and summer: The third week of October.

Only engineering majors in the Associate Level will be authorized by their faculty advisor to study on an ePermit at CCNY. Once you receive permission from your faculty advisor ***you are responsible for applying for the ePermit using the CUNY portal.***

The ePermit goes through a series of approvals from the student advisors, Hostos registrar, and the coordinator of the program. Once your ePermit(s) is fully approved and your tuition has been paid in full at Hostos, you will be permitted to study at CCNY where you must go to register. See the college catalogue for more information about ePermits. It is important to observe the ePermit deadlines established by Hostos. ***No ePermits would be granted after these deadlines.***

How to apply for ePermit (online)

You must go to CunyFirst and apply for it

If you request an ePermit, you MUST:

Prior to submitting your ePermit request:

- Pass all of your Placement Tests (for Senior colleges)
- Have a GPA of 2.0 or above
- See your academic advisor
- Clear all STOPS
- Activate your Hostos e-mail account (you will receive e-Permit updates via e-mail)

Note: A minimum of 30 credits required for your degree must be taken at Hostos

Once your ePermit is approved:

- BURSAR at Hostos
- REGISTER at the host college
- Present your Hostos Bursar's receipt to the host college Bursar

Prior to the first day of classes:

- **Cancel** via the online ePermit system any ePermits you do not want to take at the host college, AND
- **Drop** the ePermit course(s) at the host college, AND
- **Notify the Hostos Registrar to drop the PERM course(s) at Hostos**

Once classes begin:

- **Bring proof of registration or drop/withdrawal for each ePermit**
- Adhere to the withdrawal deadlines at BOTH the host college and Hostos, which may differ

Between the 3rd and 5th week of classes:

- **Bring the Hostos Registrar's Office an enrollment certification letter from your host college showing the courses you are taking there.**

Who is responsible for applying for an ePermit?

YOU, the student is responsible for applying for an ePermit for each course that you want to take. As your ePermit goes through the approval process, you will receive emails from the ePermit system. Emails are automatically sent to your free Hostos student email account.

What happens after I complete an ePermit course?

Once you complete a course on ePermit, you must provide a copy of your official CCNY transcript to the Registrar's Office at Hostos so that the ePermit grade(s) can be added to the Hostos transcript.

What if I receive an ePermit but don't take the course?

If you have paid for an ePermit course but decide not to take it, you must request a letter from the Registrar's Office at CCNY and provide that letter to the Registrar's Office at Hostos. The letter must indicate your official course schedule at CCNY.

Caution: What if I withdraw from an ePermit course?

If you withdraw from an ePermit course will earn a "W." This "W" will appear on your official transcript. You must have a strong reason to justify the decision to apply for a "W." It is strongly suggested to talk to your faculty advisor before withdrawing from any course. In order to earn academic credit, the course must be repeated. Grades of "D" or lower are not passing grades for Math and Sciences courses and will affect negatively your cumulative GPA and MATH/Science GPA.

Caution: What if I receive an INC. in an ePermit course?

If you receive an incomplete ("INC"), you must complete all course requirements by the last day of classes during the next academic semester. If you fail to meet the requirements by the deadline, the "INC" grade will change to a "FIN" which indicates failure from an incomplete. Zero Credits are earned and the grade will be factored into your semester and cumulative GPA. In this case, the course must be repeated and MATH/Science GPA.

Caution: What if I fail an ePermit course?

According to the CUNY grading policy, courses taken on ePermit **are exempt from the benefits of the F grade policy.** F grades will be factored into the student's semester and overall GPAs.

F - Grade Policy

"When an undergraduate student receives the earned academic grade of "F," "FIN," "WU," or an administrative failing grade, and that student subsequently retakes that course and receives a grade of "C" or better, the initial grade of "F" will no longer be computed into the cumulative grade point average. The "F" will remain on the transcript. The number of failing credits that can be deleted from the grade point average calculation shall be limited to 16 for the duration of the student's undergraduate enrollment in the institutions of The City University of New York."

<http://www.hostos.cuny.edu/oor/academic/grades.html>

May I take ePermit courses at other CUNY institutions?

As a result of the agreement between Hostos and CCNY, all degree requirements must be taken at Hostos or CCNY. **Engineering majors are not permitted to take courses at any other CUNY or non-CUNY institutions. Failure to follow instruction may cause you to be dismissed from the program.**

What if the ePermit deadline has passed?

Once the ePermit system is closed, you may not sign up for any more courses at CCNY. It is your responsibility to keep track of all ePermit deadlines.

How do I activate my Hostos student email account?

You can activate your Hostos student email account by visiting the Informational Technology Office located A226. Activating your email account is free.

***Special Note:** All official communication from the Engineering Program Administration, your faculty advisor, and other Hostos offices and personnel will be sent to your Hostos email account, **ONLY**. You may not use personal email accounts such as yahoo, hotmail, msn, gmail, etc.

Do I have to take Writing Intensive courses?

As of 2003, **ALL** Hostos Community College students are required to take two (2) Writing Intensive (WI) courses to graduate. Students will not be able to graduate without complete this requirement. When registering for your courses, make sure the course is designated as WI. Writing Intensive courses meet certain criteria so your WI classes may be different from your non-WI courses.

How to find Writing Intensive (M)Classes in CunyFirst?

- Go to CUNYfirst Class Search page, choose **Hostos Community College** from the **Institution Drop-Down** menu
- Select the appropriate **Term**
- Under **Class Search**, choose **Writing Intensive Course** from the **Course Attribute Drop-Down** menu
- Click the **Search** button You will get a complete list of all Writing Intensive courses. WI sections are also listed in the HCC Registrar's webpage.

Search for Classes

Enter Search Criteria

Search for Classes

Institution	Hostos Community College	▼
Term	2015 Fall Term	▼

Select at least 2 search criteria. Click Search to view your search results.

Class Search

Subject		▼
Course Number	is exactly	
Course Career	Undergraduate	▼
Course Attribute	Writing Intensive Course	▼
Course Attribute Value	Writing Intensive Course	▼
Requirement Designation		▼
<input checked="" type="checkbox"/> Show Open Classes Only		

Additional Search Criteria

Session		▼
Mode of Instruction		▼
Meeting Start Time	greater than or equal to	
Meeting End Time	less than or equal to	
Days of Week	include only these days	▼
<input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun		
Class Nbr		<input type="text"/>
Course Keyword		<input type="text"/>
Minimum Units	greater than or equal to	
Maximum Units	less than or equal to	
Course Component		▼
Campus		▼
Location		▼
Instructor Last Name	begins with	<input type="text"/>

Clear

Search

**Program Requirements
by Degree & Institution
Joint Dual Degree
Engineering Programs**

**Program of Study Leading to an A.S.
in Chemical Engineering at Hostos
Students enrolled before Fall 2013**

First Year – Fall		CRS
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
CHE 210	General Chemistry I	4.0
HUM 100 or SOC 101 or PSY 101	Introduction to Humanities Or Introduction to Sociology Or Introduction General Psychology	6.0
Total		17.0
Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
CHE 220	General Chemistry II	4.0
VPA 192	Fundamentals of Public Speaking	3.0
Total		14.0
Second Year – Fall		
MAT 310	Calculus III	4.0
*ChE 22800	Intro to Chem. Engr. Princ. & Practice	5.0
CHE 310	Organic Chemistry I	3.0
CHE 312	Organic Chemistry Lab I	2.0
PHY 210	General Physics I	4.0
Total		18.0
Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra and Vector Analysis	3.0
CHE 320	Organic Chem II	3.0
PHY 220	General Physics II	4.0
ENG 202	Technical Writing for Engineering	3.0
Total		16.0
TOTAL HOSTOS CREDITS		65.0

**Program of Study Leading to an A.S.
in Chemical Engineering at Hostos**

CUNY PATHWAYS - Students enrolled in or after Fall 2013

First Year – Fall		
Mathematical and Quantitative Reasoning:		
MAT 210	Calculus I (Required)	4.0
ENG 110	Expository Writing	3.0
Life and Physical Sciences:		
CHE 210	General Chemistry I (Required)	4.0
World Cultures and Global Issues: (Strongly Recommended)		
HUM 100	Introduction to Humanities	3.0
Individual and Society (Strongly recommended) (Choose 1):		
SOC 101 Or PSY 101	Introduction to Sociology <u>OR</u> Introduction to Psychology	3.0
SubTotal		17.0

Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
Scientific World:		
CHE 220	General Chemistry II	4.0
U.S. Experience in its Diversity:		
HIS 210 <u>OR</u> HIS 211	United States History: Through the Civil ar United States History: Reconstruction to the Present	3.0
Creative Expression:		
VPA 192	Fundamentals of Public Speaking	3.0
SubTotal		17.0

Second Year – Fall		
MAT 310	Calculus III	4.0
*CHE 228	Introduction to Chemical Engineering Principals & Practice	5.0
One (1) additional course from Scientific World :		
CHE 310	Organic Chemistry I	3.0
PHY 210	General Physics I	4.0
SubTotal		16.0

Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra and Vector Analysis	3.0
CHE 320	Organic Chemistry II	3.0
CHE 312	Organic Chemistry Lab I	2.0
PHY 220	General Physics II	4.0
ENG 202	Technical Writing for Engineering	3.0
SubTotal		18.0
TOTAL HOSTOS CREDITS		68.0

**PRE-REQUISITES FOR
ePERMITS IN
CHEMICAL ENGINEERING**

CHE 228	5.0 CRS.	Intro. to Chemical Engineering Principals & Practice	PRE: CHE 220 PRE/CO: MAT 310
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***CHE 22800 is only offered at CCNY in the fall semester.**

“C” Passing Grade Requirement:

MAT 210; MAT 215; MAT 220; MAT 310; MAT 320; MAT 360;
CHE 210; CHE 220; CHE 310; CHE 312; CHE 320; ChE 22800;
PHY 210; PHY 220 require a minimum passing grade of “C.”

In order to be transferred to City College a minimum overall GPA of **2.7** and a minimum of **2.5** GPA in college math and science (physics, chemistry and biology) including all times each course was taken, with none of these grades below C must be met.

***Students who earn a grade of “D” or lower are encouraged to repeat the course to earn a better grade.**

**Program of Study Leading to an A.S.
in Civil Engineering at Hostos
Students enrolled before Fall 2013**

First Year – Fall		Credits
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
CHE 210	General Chemistry I	4.0
HUM 100	Introduction to Humanities	3.0
SOC 101	Introduction to Sociology	3.0
Total		17.0
Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
CHE 220	General Chemistry II	4.0
PHY 210	General Physics I	4.0
MAT 215	Modern Programming	3.0
Total		18.0
Second Year –		
MAT 310	Calculus III	4.0
PHY 220	General Physics II	4.0
PSY 101	General Psychology	3.0
*CE 20900	Structural and Site Plans	3.0
Total		14.0
Spring		
MAT 360	Differential Equations	3.0
*CE 26400	Data Analysis	3.0
MAT 320	Linear Algebra	3.0
ENG 202	Technical Writing for Engineering	3.0
VPA 192	Fundamentals of Public Speaking	3.0
Total		15.0
TOTAL HOSTOS CREDITS		64.0

**Program of Study Leading to an A.S.
in Civil Engineering at Hostos: **Track I Civil Engineering**
CUNY PATHWAYS - Students enrolled in or after Fall 2013**

First Year – Fall		Credits
Mathematical and Quantitative Reasoning:		
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
Life and Physical Sciences		
CHE 210	General Chemistry I	4.0
World Cultures and Global Issues (Strongly Recommended):		
HUM 100	Introduction to Humanities	3.0
Individual and Society (Choose 1):		
SOC 101 Or PSY 101	Introduction to Sociology Or Introduction to Psychology	3.0
SubTotal		17.0

Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
Scientific World:		
CHE 220	General Chemistry II	4.0
One (1) additional Course from Scientific World:		
PHY 210	General Physics I	4.0
MAT 215	Modern Programming	3.0
Total		18.0

Second Year – Fall		
MAT 310	Calculus III	4.0
PHY 220	General Physics II	4.0
U.S. Experience in its Diversity:		
HIS 210 OR HIS 211	United States History: Through the Civil War United States History: Reconstruction to the Present	3.0
*CE 20900	Structural and Site Plans	3.0
SubTotal		14.0

Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra with Vector Anal.	3.0
*CE 26400 OR ENGR 204	Civil Engineering Data Analysis OR Electric Circuits	3.0
ENG 202	Technical Writing	3.0
Creative Expression:		
VPA 192	Fundamentals of Public Speaking	3.0
SubTotal		15.0
TOTAL HOSTOS CREDITS		64.0

**PRE-REQUISITES FOR
ePERMITS IN
CIVIL ENGINEERING: TRACK II ENVIROMENTAL**

*CE 209	3.0 CRS.	Structural and Site Plans	PRE/CO: MAT 215
*CE 264	3.0 CRS.	Civil Engineering Data Analysis	PRE: MAT 215 & PRE/CO: MAT 310 & ENG 202

C" Passing Grade Requirement: MAT 210; MAT 215; MAT 220; MAT 310; MAT 320; MAT 360; CHE 210; CHE 220; PHY 210; PHY 220; CE 20900; CE 26400 require a minimum passing grade of "C."

In order to be transferred to City College a minimum overall GPA of **2.7** and a minimum of **2.5** GPA in college math and science (physics, chemistry and biology) including all times each course was taken, with none of these grades below C must be met.

*Students who earn a grade of "D" or lower are encouraged to repeat the course to earn a better grade.

**Program of Study Leading to the A.S.
in Civil Engineering at Hostos:**

Track II Environmental Engineering

CUNY PATHWAYS - Students enrolled in or after Fall 2013

First Year – Fall		Credits
Mathematical and Quantitative Reasoning:		
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
Life and Physical Sciences		
CHE 210	General Chemistry I	4.0
World Cultures and Global Issues (Strongly Recommended):		
HUM 100	Introduction to Humanities	3.0
Individual and Society (Choose 1):		
SOC 101 Or PSY 101	Introduction to Sociology Or Introduction to Psychology	3.0
SubTotal		17.0

Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
Scientific World:		
CHE 220	General Chemistry II	4.0
One (1) additional Course from Scientific World:		
PHY 210	General Physics I	4.0
MAT 215	Modern Programming	3.0
Total		18.0

Second Year – Fall		
MAT 310	Calculus III	4.0
PHY 220	General Physics II	4.0
U.S. Experience in its Diversity:		
HIS 210 OR HIS 211	United States History: Through the Civil War United States History: Reconstruction to the Present	3.0
ENGR 103 OR ENGR 204	Tools for Engineering OR Structural and Site Plans	2.0 - 3.0
SubTotal		13.0- 14.0

Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra with Vector Analysis	3.0
EAS 106 OR ENGRS 106	Earth System Science OR Engineering Earth Sciences	4.0
ENG 202	Technical Writing for Engineering	3.0
Creative Expression:		
VPA 192	Fundamentals of Public Speaking	3.0
SubTotal		16.0
TOTAL HOSTOS CREDITS		64.0 - 65.0

**PRE-REQUISITES FOR
 ePERMITS IN
 CIVIL ENGINEERING: TRACK II
 ENVIROMENTAL ENGINEERING**

ENGR 106	4.0 CRS.	Engineering Earth Sciences	PRE/CO: MAT 210 & ENG 110
EAS 106	4.0 CRS.	Earth System Science	PRE/CO: MAT 210 & ENG 110

C" Passing Grade Requirement: MAT 210; MAT 215; MAT 220; MAT 310; MAT 320; MAT 360; CHE 210; CHE 220; PHY 210; PHY 220; CE 20900; CE 26400 require a minimum passing grade of "C."

In order to be transferred to City College a minimum overall GPA of **2.7** and a minimum of **2.5** GPA in college math and science (physics, chemistry and biology) including all times each course was taken, with none of these grades below C must be met.
*Students who earn a grade of "D" or lower are encouraged to repeat the course to earn a better grade.

**Program of Study Leading to an A.S.
in Electrical Engineering at Hostos**
Students enrolled before Fall 2013

First Year – Fall		Credits
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
CHE 210	General Chemistry I	4.0
PSY 101	General Psychology	3.0
Total		14.0
Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
SOC 101	Introduction to Sociology	3.0
MAT 215	Modern Programming	3.0
CHE 220	General Chemistry II	4.0
Total		17.0
Second Year – Fall		
MAT 310	Calculus III	4.0
PHY 210	General Physics I	4.0
*ENGR 103	Tools for Engineering	2.0
ENG 202	Technical Writing for Engineering	3.0
VPA 192	Fundamentals of Public Speaking	3.0
Total		16.0
Spring		
MAT 360	Differential Equations	3.0
ENGR 204	Electric Circuits	3.0
MAT 320	Linear Algebra with Vector Analysis	3.0
PHY 220	General Physics II	4.0
Total		13.0
TOTAL HOSTOS CREDITS		60.0

**Program of Study Leading to an A.S.
in Electrical Engineering at Hostos**

CUNY PATHWAYS - Students enrolled in or after Fall 2013

First Year – Fall		Credits
Mathematical and Quantitative Reasoning:		
MAT 210	Calculus I (Required)	4.0
ENG 110	Expository Writing	3.0
Life and Physical Sciences:		
CHE 210	General Chemistry I (Required)	4.0
Individual and Society (Choose 1) (Strongly Recommended):		
SOC 101 Or PSY 101	Introduction to Sociology Introduction to Psychology	3.0
SubTotal		14.0

Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
World Cultures and Global Issues (Strongly Recommended):		
HUM 100	Introduction to Humanities	3.0
MAT 215	Modern Programming	3.0
Scientific World:		
CHE 220	General Chemistry II (Required)	4.0
SubTotal		17.0

Second Year – Fall		
MAT 310	Calculus III	4.0
One (1) additional course from Scientific World:		
PHY 210	General Physics I	4.0
ENG 202	Technical Writing for Engineering	3.0
Creative Expression:		
VPA 192	Fundamentals of Public Speaking	3.0
SubTotal		14.0

Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra with Vector Analysis	3.0
ENGR 204	Electric Circuits	3.0
PHY 220	General Physics II	4.0
U.S. Experience in its Diversity:		
HIS 210 Or HIS 211	United States History: Through the Civil War <u>OR</u> United States History: Reconstruction to the Present	3.0
SubTotal		16.0
TOTAL HOSTOS CREDITS		61.0

PRE-REQUISITES FOR ePERMITS IN ELECTRICAL ENGINEERING COURSES			
ENG 202	3.0 CRS	Technical Writing for Engineering	PRE: ENG 110 & ENG 111
ENGR 103	2.0 CRS	Computer-Aided Analysis Tools for Electrical Engineers	PRE: MAT 210 CO-REQ: MAT 310
ENGR 204	3.0 CRS	Electrical Circuits	PRE/CO: PHY 220 & MAT 310

Note: *ENGR 103 Tools for Engineering is not formally on the Electrical engineering curriculum from (Fall 2013 through Fall 2016); However, students are encourage to take the class.

C" Passing Grade Requirement: MAT 210; MAT 215; MAT 220; MAT 310; MAT 320; MAT 360; CHE 210; CHE 220; PHY 210; PHY 220; ENGR 103; ENGR 204 require a minimum passing grade of "C."

In order to be transferred to City College a minimum overall GPA of 2.7 and a minimum of 2.5 GPA in college math and science (physics, chemistry and biology) including all times each course was taken, with none of these grades below C must be met.

*Students who earn a grade of "D" or lower are encouraged to repeat the course to earn a better grade.

**Program of Study Leading to an A.S. in
Mechanical Engineering at Hostos
Students enrolled before Fall 2013**

First Year – Fall		Credits
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
CHE 210	General Chemistry I	4.0
HUM 100 or SOC 101 or PSY 101	Introduction to Humanities <u>OR</u> Introduction to Sociology <u>OR</u> Introduction General Psychology	6.0
Total		17.0
Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
PHY 210	General Physics I	4.0
CHE 220	General Chemistry II	4.0
*ME 14500	Computer-Aided Drafting	2.0
Total		17.0
Second Year – Fall		
MAT 310	Calculus III	4.0
PHY 220	General Physics II	4.0
ENG 202	Technical Writing for Engineering	3.0
ENGR 204	Electrical Circuits	3.0
Total		14.0
Spring		
MAT 360	Differential Equations	3.0
CHE 310	Organic Chemistry I	3.0
MAT 320	Linear Algebra with Vector Analysis	3.0
*ME 24600	Engineering Mechanics I	3.0
VPA 192	Fundamentals of Public Speaking	3.0
Total		15.0
TOTAL HOSTOS CREDITS		63.0

**Program of Study Leading to an A.S. in
Mechanical Engineering at Hostos**

CUNY PATHWAYS - Students enrolled in or after Fall 2013

First Year – Fall		Credits
Mathematical and Quantitative Reasoning:		
MAT 210	Calculus I	4.0
ENG 110	Expository Writing	3.0
Life and Physical Sciences:		
CHE 210	General Chemistry I (Required)	4.0
World Cultures and Global Issues (Strongly Recommended):		
HUM 100	Introduction To Humanities	3.0
Individual and Society (Choose 1) (Strongly Recommended):		
SOC 101 Or PSY 101	Introduction to Sociology Introduction to Psychology	3.0
SubTotal		17.0

Spring		
MAT 220	Calculus II	4.0
ENG 111	Literature and Composition	3.0
PHY 210	General Physics I	4.0
Scientific World:		
CHE 220	General Chemistry II (Required)	4.0
SubTotal		15.0

Second Year – Fall		
MAT 310	Calculus III	4.0
PHY 220	General Physics II	4.0
ENG 202	Technical Writing for Engineering	3.0
ENGR 204	Electrical Circuits	3.0
U.S. Experience in its Diversity:		
HIS 210 Or HIS 211	United States History: Through the Civil War OR United States History: Reconstruction to the Present	3.0
SubTotal		17.0

Spring		
MAT 360	Differential Equations	3.0
MAT 320	Linear Algebra with Vector Analysis	3.0
One (1) additional course from the Scientific World		
CHE 310	Organic Chemistry I	3.0
*ME 246	Engineering Mechanics I	3.0
Creative Expression:		
VPA 192	Fundamentals of Public Speaking	3.0
SubTotal		15.0
TOTAL HOSTOS CREDITS		64.0

PRE-REQUISITES FOR ePERMITS IN MECHANICAL ENGINEERING			
*ME 145	2.0 CR.	Computer-Aided Drafting	ENG 111
*ME 246	3.0 CR.	Engineering Mechanics I	PRE: PHY 210 (min C) Pre/Co: ME 145

Note: *ME 145 Computer-Aided Drafting is not formally on the Mechanical engineering curriculum (Fall 2013 through Fall 2016); However, students are encourage to take the class in order to take ME 246 (Pre/co ME 145).

"C" Passing Grade Requirement: MAT 210; MAT 215; MAT 220; MAT 310; MAT 320; MAT 360; CHE 210; CHE 220; CHE 310; PHY 210; PHY 220; ENGR 204; ME 24600 require a minimum passing grade of "C."

In order to be transferred to City College a minimum overall GPA of **2.7** and a minimum of **2.5** GPA in college math and science (physics, chemistry and biology) including all times each course was taken, with none of these grades below C must be met. *Students who earn a grade of "D" or lower are encouraged to repeat the course to earn a better grade.

CCNY's GSOE Entrance Requirements

A student from the Hostos Community College (HCC) Joint/Dual Engineering Degree Program with The City College of New York's Grove School of Engineering of The City University of New York (CCNY's GSOE of CUNY) may apply for transfer to the GSOE if she/he:

1. Achieved a minimum overall GPA of 2.7 in his/her college courses;
2. Achieved a minimum 2.5 GPA in college math and science courses, **with none of these grades below "C;"**
"The Math and Science GPA is calculated using all cumulative math and science grades from every time that each course was taken including repeating courses. For example, if a student takes MAT 210 twice and obtains an "F" the first time, and an "A" the second time, the Math and Science GPA will include both grades. In addition, the pre-calculus course (MAT 160) will be included in the college Math and Science GPA, but not the engineering courses. "F" grades will not be excluded from the Math and Science GPA calculation."
3. Demonstrated proficiency, evidenced by his/her transcript, in math and science; and
4. Completed all HCC college-level credits regarding her/his major.

The F-repeat policy will be applied only to the *overall GPA*, not the *Math and Science GPA* calculation.

Math and Science GPA includes MAT 160, 215, 210, 220, 310, 320, 360; CHE 210, 220, 310, 312, 320; PHY 210, 220.

A minimum “C” grade only applies to the college math, science and engineering courses and not to the liberal arts courses.

If a student meets the first two requirements (*Overall GPA* of 2.7 and *Math and Science GPA* of 2.5), but she(he) obtained one “F” or one “D” in all her(his) math and science courses, depending on her(his) overall academic performance, the “F” or “D” grades may be overlooked. Thus, this student could be admitted to CCNY’s GSOE on probation and she(he) would be limited to only 2 courses for her(his) first semester at CCNY’s GSOE. The final decision will be made by CCNY’s GSOE.

IMPORTANT NOTICE

The revised admissions criteria approved by the faculty of CCNY’s GSOE in Fall 2010 (effective Fall 2011), specifically the presence of grades less than “C” in math and science courses, was not known to HCC students and faculty until the Fall 2012 meeting at CCNY’s GSOE. Therefore, CCNY’s GSOE will allow students who started the Joint/Dual program at HCC in Fall 2012 and earlier to transfer to CCNY’s GSOE even if they have a grade of less than “C” in math and/or science courses. Students still need to meet the other admissions requirements, such as an *overall GPA* of at least 2.7 and a *Math and Science GPA* of at least 2.5.

Transfer application: Dealines and Procedures

Engineering students are responsible for applying for transfer and bringing a copy of the application to Mrs. Karla Contreras B-445. Only students who are going to graduate can transfer with the privilege of the dual degree program. For more information visit the Engineering Program Office located in the Office of Academic Affairs (B445).

Application Deadlines

If you are planning to transfer in

- Spring semester the deadline will be September 15th
(one semester before you graduate)
- Fall semester the deadline will be February 1st
(one semester before you graduate)

Applying to CCNY

If you are currently enrolled at a CUNY college, you do not need to submit transcripts from your high school and college for the application process online. In addition, you do not have to pay the application fee, if you indicate on the application that you are currently taking (or will be taking) courses at CUNY.

You can visit Transfer Services at Hostos and schedule a Transfer Application Appointment • Savoy Building, D101A Tel: 718-518-4319 or 718-518-4484. **OR**

You can apply by yourself with the following link:

<http://portal.cuny.edu/cms/id/cuny//documents/informationpage//006373.htm>

The user name and password are the same as those used to login into the CUNY Portal.

1. Press Admission button to get the ONLINE APPLICATION link
2. Start filling out the application
3. Include official transcripts from all non-CUNY post-secondary institutions

4. Be careful with the following **questions** in the application.
 - a. Intended major **Engineering**
 - b. If you have earned a college degree or will be earning one before your expected transfer, indicate the type of degree and (expected) date of graduation:
 - i. Type of Degree: Associate in sciences (AS) "EE or CE I or CE II or CHE or ME"
 - ii. Expected Entrance Term: choose Spring 20XX or Fall 20XX
 - c. List all courses currently in progress: (*all courses you are taking this current semester*)
5. Finish the application and submit
6. **Bring a copy of your application to Mrs. Karla Contreras B-445**
7. Transfer your immunization file(s) to CCNY. All students who register for six or more credits/equivalent credits, and are born after January 1, 1957, are required to provide proof of immunity against measles, mumps, rubella (MMR) and meningococcal meningitis/ or a signed response to receipt of meningococcal meningitis disease and vaccine information.
Note: Students can request a copy of their immunizations in the nursing department (HOSTOS A-307A).
 - a. Email the immunization form to: ccenter@ccny.cuny.edu
 - b. Or Fax the form to: 212-650-8227. Call the Wellness and Counseling Center at (212) 650-8222 to confirm that your fax was received.
8. Once you receive an acceptance letter from the CCNY Office of Admissions:
 - a. Finalize your enrollment by following directions in the acceptance letter.
 - b. Pay the commitment fee.
9. Send your official transcript from Hostos to City College Office of Admissions once your graduation has been confirmed.

Advising at City College School of Engineering

The general advisors are listed below. This person will be your first point of contact at CCNY for any questions you have about your curriculum, transfer credits, registration, and other academic issues.

Chemical Engineering

Nick Cromie

ncromie@che.ccnycuny.edu

212-650-5748

Steinman Hall – Room 321

Civil Engineering

Luis Alicea

lalicea@ccnycuny.edu

212-650-8385

Steinman Hall – Room 211

Electrical Engineering

Edward Baurin

golovatch@ccnycuny.edu

212-650-8902

Steinman Hall – Room 678

Mechanical Engineering

Deborah Moore

dmoore@ccnycuny.edu

212-650-8028

Steinman Hall – Room 211

Policies and Procedures at City College

ACADEMIC PROBATION

Grade Point Average (GPA)

Students must maintain a minimum GPA of 2.0. Students whose GPA falls below 2.0 are placed on GPA probation. A student on GPA probation whose GPA does not increase after the following semester may be dismissed.

**Keep in mind that you need a GPA of 2.7 at Hostos in order to transfer to CCNY.*

Quality Point Average (QPA)

Students must maintain a minimum QPA of 0 in their major courses. A QPA of zero is equivalent to "C" average in major. Students whose QPA falls below 0 are placed on QPA probation. Students on QPA probation and the QPA does not increase after the following semester may be dismissed.

In calculating QPA, the following weighting factors apply: A = +2, B = +1, C = 0, D = -1 and F = -2. Pluses and minuses following the grade letter are ignored. F represents here all failing grades including F, FAB, FIN, FPN, WF, and WU. The weighting factors are multiplied by the number of credits for each course (for example: B- in a 3 credit course will equal $1 \times 3 = 3$), and the results of all multiplications are added together. *Note that the CUNY-wide "F" Repeat policy, by which certain failing grades are omitted from the GPA, does not apply to Engineering QPA calculations.*

Excessive Withdrawal

Students who have withdrawn from courses totaling 12 or more credits within two academic years are placed on Withdrawal Warning. Removal from Withdrawal Warning is achieved after one year (or 24 credits) with completion of all courses attempted. Students on Withdrawal Warning will be subject to dismissal if they withdrew from 6 or more credits while on warning.

Probation and Dismissal

Students who are on academic probation (GPA, QPA, Withdrawal) will not be allowed to take more than 2 courses per semester. Students on academic probation whose grades do not improve will be dismissed from the School of Engineering.

Academic Appeals

All appeals are submitted to the Office of Undergraduate Affairs in Steinman Hall, room ST-209. Contact the Office of Undergraduate Affairs (212-650-8020) or your general advisor for further information.

THINGS THAT GET ENGINEERING STUDENTS IN TROUBLE

Requisite Violations

Don't register for a course unless you expect to satisfy its prerequisites before it starts (take its co-requisites at the same time as the course). If you get an insufficient grade in one of the prerequisites, drop it, otherwise you will be removed from the course during the semester. Your tuition will not be refunded. If you drop below 12 credits your visa status or financial aid will be invalidated.

Course Substitutions

If your choice of courses violates or doesn't satisfy published degree requirements (refer to the curriculum matrix), you **MUST** have written permission signed by the department chair and the Associate Dean. Nothing verbal is a guarantee, get it in writing!

Re-entry

If you are absent from CCNY for a semester or more, then you must satisfy the new major requirements in effect when you return. You must also appeal to re-enter the School of Engineering. Ask your general advisor for a re-entry form.

For more information

Visit us at:

<http://www.hostos.cuny.edu/oa/ddp>

“Recipe for success: Study while others are sleeping, work while others are loafing, prepare while others are playing, and dream while others are wishing.”
~William A. Ward

Good luck and great success in the coming semester!