Study Abroad and the Picker Engineering Program

October 27, 2016

The Study Abroad office

- Use resources at
  - the Study Abroad office
  - http://www.smith.edu/studyabroad/
  - https://www.smith.edu/studyabroad/apply.php

- Determine when your forms are due to the Smith College Study Abroad office.
  - It is your responsibility to make sure you know your own deadlines.
Most EGR Students’ Deadline

- **Third Monday in February (2/20/17)**
  - Smith Study Abroad Credit Application due for study abroad on Smith Consortium and Smith-Approved study abroad programs during the following academic year (fall, spring or full-year).

Investigate Courses Abroad

- Develop a list of courses to take abroad.
  - Make sure you will complete your EGR major.
  - No courses are guaranteed to be offered
  - No courses are guaranteed to be approved
  - *You must have contingency plans*

- To find courses of interest:
  - Use the online resources from your school of interest
  - Use the Study Abroad office resources
  - Talk with other students
  - Check the listing of courses taken abroad, available at the Study Abroad office.
Arcadia-Melbourne
Auckland
Benemerita Univ de Puebla
Bristol-IFSA/Butler
CIEE-Jordan
Columbia University in Beijing
DIS-Denmark
Edinburgh
Edinburgh-Arcadia
Glasgow-IFSA/Butler
IEG: EWHA Summer Program
IEG: Urban Study Tour
IFSA/Butler-Edinburgh
IFSA/Butler-Melbourne
IFSA/Butler-Oxford - Hertford
IFSA/Butler-Queensland
IFSA/Butler-University College London
James Cook-IFSA/Butler
JYA in Florence
JYA in Hamburg
JYA in Paris
King's College
Melbourne
Melbourne-Arcadia
Natal-Durban, Interstudy
Oxford-St. Edmund Hall
Queen Mary
SFS-Kenya
SIT-Brazil
SIT-Tanzania
Technion School Engineering
Toronto
University College Dublin
Gather Forms

- All the College forms for study abroad – see the study abroad office and webpage.
- Online application

**Additional Picker Engineering forms:**
1) **BS or BA Plan of Study** – to make sure you will graduate
   - For each course you want to count toward the EGR major
2) **Petition to Transfer Credit** – for core courses
   - The College has one for you also
3) **or, Non-standard Technical Elective Petition**
   - (“Core Course Substitution” form – **DO NOT USE**)
DEPARTMENTAL SUPPLEMENT FOR PETITION TO TRANSFER CREDIT

(CORE COURSE)

Use this form to get approval to substitute a course outside of Smith for credit in the Engineering Program. A separate form must be used for each course. Attach a course description & syllabus from the other school and include any notations pertinent to the request. This signed form with syllabus should be attached to the transfer form from the class dean’s office, available at https://www.smith.edu/academic/documents/transfer_credit_petition.pdf, and submitted to the Program Assistant in Ford Hall 155C. Students seeking approval for credit for summer study outside of the U.S. need to submit their request via Smith International Travel Experience System (SITES) using this URL: https://sites.smith.edu/student-travel-program/submit/submit/

Name: ___________________________ Student ID: ___________________________
E-mail address: ____________________ Telephone: __________________________
Student Signature: __________________ Date Submitted: _______________________

Name of School: The Enclave of Chocolate Connoisseurs
SCHOOL CATALOG WEBSITE / URL: www.truffles.edu

SMITH COLLEGE COURSE being replaced:

CHM111 5
Course Number & Name  Credit Hours
Proposed Replacement Course: Academic Year: 20__ Fall __ Spring __
CLT111 5
Course Number & Name  Credit Hours

As an instructor for the Smith course listed above, I acknowledge that I have reviewed the course description and syllabus and believe that the proposed replacement course is a reasonable substitute.

D. C. Cocoa
Faculty Member (for class to be enrolled) Faculty Member - Sanitizer
Date: __________________________

EGR Plan of Study, B.S. Electives

Math & Science Core

Computer Science

Engineering Core
ABET Outcomes – **Choose 2 or 3**

<table>
<thead>
<tr>
<th>a)</th>
<th>An ability to apply knowledge of mathematics, science, and engineering</th>
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<tr>
<td>b)</td>
<td>An ability to design and conduct experiments, as well as to analyze and interpret data</td>
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<td>c)</td>
<td>An ability to design a system, component, or process to meet desired needs within realistic constraints ...</td>
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<td>d)</td>
<td>An ability to function on multidisciplinary teams</td>
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<td>e)</td>
<td>An ability to identify, formulate, and solve engineering problems</td>
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<td>f)</td>
<td>An understanding of professional and ethical responsibility</td>
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<td>g)</td>
<td>An ability to communicate effectively</td>
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<tr>
<td>h)</td>
<td>The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context</td>
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<tr>
<td>i)</td>
<td>A recognition of the need for, and an ability to engage in life-long learning</td>
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<tr>
<td>j)</td>
<td>A knowledge of contemporary issues</td>
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<tr>
<td>k)</td>
<td>An ability to use the techniques, skills, and modern engineering tools necessary for engineering practice</td>
</tr>
<tr>
<td>l)</td>
<td>An ability to demonstrate information literacy</td>
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* Gather Documentation *

- For each course you want to count toward the engineering major, you **must** obtain
  - A syllabus.
    - Often these are not available to you **in advance** of going.
    - You **MUST** bring one back with you for every course.
  - If no syllabus can be obtained **in advance**, then find:
    - A course description including the topics covered.
    - The level (200-, 300- or 400- level) of the course.
    - What are the pre-requisites for your course?
    - Students of which year at the school abroad take this course?
    - Does the course have a lab? homework? Exams?

**Without this information, I cannot sign your forms**
Meet with your academic adviser **FIRST**

By signing below, I grant departmental approval for this study abroad plan, and confirm the following: (please check all that apply)

- I have read this plan of study and course descriptions.
- The student’s GPA meets the 3.0 eligibility requirement for study abroad approval.
- The student has included study of the native language. (Smith requires study of the native language whenever language courses are available, including pre-colonial languages in Africa and South Asia.)
- The student has not selected any courses for which Smith will not grant credit, such as business, journalism, etc.
- This plan allows this student to fulfill her major requirements.
- This plan allows this student to satisfy general degree requirements, including earning 64 credits outside of her major.
- I confirm this student will receive major credit for the following courses, as per her Plan of Study:

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**Major Adviser Name**

**Major Adviser Signature**

**Date**

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Meet with me **SECOND**

By signing below, I grant departmental approval for this study abroad plan, and confirm the following: (please check all that apply)

- I have read this plan of study and course descriptions.
- The student has included study of the native language. (Smith requires study of the native language whenever language courses are available, including pre-colonial languages in Africa and South Asia.)
- The student has not selected any courses for which Smith will not grant credit, such as business, journalism, etc.
- **This plan allows this student to fulfill her major requirements.**
- **This plan allows this student to satisfy general degree requirements, including earning 64 credits outside of her major.**

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**Department Study Abroad Adviser Name**

**Department Study Abroad Adviser Signature**

**Date**
When Changes Happen Abroad...

- Let your academic adviser and me know as soon as you know any new courses you are taking.
- For courses to count toward the EGR major, send us the required information, and obtain approval for your course as soon as possible.
- If you take a course and do not gain approval for transferring credit, you might not ever get that approval – it might not meet the PEP requirements!

Upon Your Return

- You must bring home with you:
  - Each Course Syllabus
  - ‘Evidence’ for the work you completed toward ABET outcomes, what you learned
  - ‘Evidence’ = homework, lab, other assignments, exams...
Schedule

- **Start NOW** – gathering information on schools and courses. Use the study abroad office resources.

- Make an appointment to meet with your **academic adviser** in November (spring advising)

- Meet with your academic adviser and with Prof. Cardell (Winter break and J-term are not part of a semester). This means you need to be meeting before you leave for winter break.

- 2 weeks before your deadline, drop off your forms for the PEP director’s signature

- 1 week before deadline – time to fix errors

Now – Research Schools

1. Visit Smith’s Office for International Study in the Global Studies Center, Wright Hall.

2. Select a few schools that are of particular interest to you.

3. Look for information on courses that will fulfill EGR major requirements

4. Download **FORMS** from the EGR website
   - [https://www.smith.edu/engin/forms.php](https://www.smith.edu/engin/forms.php)

5. Find the study abroad application, including the page with a box for your courses for each semester of your Smith career, and fill this out (this can be filled out online, and printed out).
November – Advising Meeting

- *During your advising appointment for the spring semester,* bring the forms you have filled out and information on courses.
  - Confirm with your adviser that your plans will allow you to graduate.
  - If evidence of a course’s level (e.g., 3rd year) and/or technical content are not available from the international school’s website (or other means) *you will not gain approval to take the course for EGR credit.*
- Common courses to find abroad include
  - EGR technical electives,
  - Math courses,
  - Computer science,
  - Occasionally circuits or thermo (EGR 220 and 290)

Nov/Dec – Obtain Signatures

1. **Core courses** – *(i)* the signature of the Smith professor who teaches the core course, *(ii)* your adviser and *(iii)* the study abroad adviser (Professor Cardell), in that order.

2. **Electives** – *(i)* the signature of your academic adviser and *(ii)* the study abroad adviser, in that order.

3. Obtain the signature of *(i)* your academic adviser and *(ii)* the study abroad adviser on your **Smith Study Abroad application**

4. Drop off the entire packet to the EGR office for the signature of the EGR Director or Assistant Director
Summary

- Information is posted on the EGR website.
- Use the study abroad office resources.
- Meet with your academic adviser early, and probably more than once.
- Returning students are here today, and around to help you out.
- **Remember to bring graded work back to Smith**

Questions?