

Advising FAQs for Civil, Construction, and Environmental Engineering (CCEE)

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Advising/Registration/CODA

1. How do I schedule an appointment with a CCEE advisor?

- Students should first check the FAQs on this page for answers to common advising questions. The role of the advisor is to advise on career goals and paths. In addition, advisors are required to release academic hold. This will be done after reviewing a student's course plan during specially allotted times (advising weeks) in the semester.
- Students should seek help from their assigned faculty advisor. You can find your advisor on your Degree Audit dashboard. Many advising issues can be handled via email.
- If additional information is needed or you need to schedule an appointment with the CCEE Coordinators of Advising or you may contact the CCEE Undergraduate Program Assistant or make an appointment in Fitts-Woolard Hall 3315B.
- It is expected that students generally manage their course planning independently (as they have all information regarding course offerings at their disposal). In general it's good practice for students to take control of their own destinies and try to develop solutions on their own to the extent possible. Common advising resources can be found online [here](#).

2. When does pre-registration advising begin and how do I get advised?

- Check the university [registration calendar](#) for official dates.
- Faculty advisors will either place sign-up sheets outside their office doors or email advisees with a link for a digital sign-up (e.g. Google Calendar Appointments and Zoom).
- Students should bring the following to their advising appointments: [Advising Form](#) (picked up outside Fitts-Woolard Hall 3315B), a Degree Audit print out, a copy of the [CE worksheet](#) (if CE), and any other necessary forms a faculty advisor will need to review/sign.
- **Note:** It is very important for students to come prepared for advising. Have your questions ready when you meet; you can note specific questions on your advising form. Mapping your entire degree program until graduation using the [curriculum planning tables](#) is suggested.

3. I missed the regular pre-registration advising period. How do I get advised now?

You should email your faculty advisor to make an appointment at their convenience. This will likely be during their scheduled office hours. CCEE Coordinators of Advising hold advising throughout the year. Contact the CCEE Undergraduate Program Assistant to sign up.

4. I have an advising hold on my account. How do I get it removed?

- Faculty advisors can release academic advising holds after meeting with advisees and approving their plan of work
- Other advising holds may be in place such as holds with registration and records (e.g., a financial hold). The type of hold and other information can be checked online (go to your Student Center on MyPackPortal). See next question.

5. I have a hold on my account that is preventing me from registering. How can I get the hold removed?

- Advising/registration hold: Follow the CCEE advising instructions
- Academic warning hold: Complete an [academic advisement report](#) and bring it to your adviser
- Non-payment/cashier's office holds: Late payments for tuition or student health services. Payment must be made to the [University Cashier's Office](#) before the hold can be released
- Student conduct holds: Academic integrity or student conduct violation. Contact the [Office of Student Conduct](#) for more information

6. I tried to register, but My Pack says I do not have a valid enrollment date. Why is this?

- You are trying to register before your enrollment date.
- Check My Pack for your specific enrollment day and time.

7. Can I take more than 7 credit hours in a 5-week summer session?

- You must have permission from your adviser and the College of Engineering to register for more than 7 credit hours (two 3 credit classes + a 1 credit class) in a 5-week summer session.
- Students must complete a [schedule revision form](#), which can be downloaded or picked up in Fitts-Woolard 3315B.

8. Can I take more than 18 credit hours in a regular semester?

- Yes. Students may register for up to 21 credit hours by completing a course load waiver form and having it signed by their academic adviser.
- The CCEE Department only approves excess loads for students with GPA > 2.5.

9. What are the CODA (matriculation) requirements for CCEE?

The Department of Civil, Construction, and Environmental Engineering considers each student individually in the process of accepting applicants into our department. Depending on the number of students applying and the academic record of those students, the acceptance cutoff changes. There are, however, some general rules we follow in the process of evaluating applicants.

- Though the CODA GPA does not include grade exclusion, the CCEE Department looks very carefully at student performance on repeated courses.
- Traditionally PY 205, MA 141, MA 241 are scrutinized more closely for CE and CON applicants while we add CH101 for ENE students
- Admission decisions in one program apply to all programs. In other words, a student who does not get accepted into ENE as a first choice will also not get accepted into CE or CON.

10. How do I apply to CODA?

Apply online (also see previous question). See College of Engineering requirements [here](#).

11. How can I apply to matriculate/CODA into civil, construction, or environmental engineering if the CODA website will not let me in?

If you are unable to apply online you may complete a department form and leave the form with the CCEE Undergraduate Program Assistant (Fitts-Woolard Hall 3315B) for review.

12. How can I tell which CE/CON/ENE engineering curriculum I should follow?

- Log into your My Pack account and view the degree audit.
- The Req Term field shows which curriculum you should follow
- Students interested in moving to a different curriculum should check with their advisor and make an appointment with the Coordinator of Advising (COA) in Fitts-Woolard Hall 3315B.
- Make sure you map out your course of study as CE has more flexibility than CON and ENE.

13. How do I change my curriculum but stay in the CCEE Department?

Students interested in moving to a more recent curriculum or changing between CE/CON/ENE curriculum should check with their advisor and make an appointment with the Coordinator of Advising (COA) in Fitts-Woolard Hall 3315B.

14. I am uncertain if CE/CON/ENE is the right career path for me, who should I talk to about this?

- CCEE is not for everyone. You can schedule a meeting with your academic advisor or speak with Ms. Pascucci in Fitts-Woolard Hall 3315B to schedule an appointment with the CCEE Coordinators of Advising to discuss careers in CCEE.
- Additionally, the [Student Health Center](#) has some career assessment resources to help you better identify career paths that align better with your interest.

15. I am having personal/medical difficulties that are keeping me from performing well here at NCSU, with whom should I speak about this?

Unfortunately, these things happen. If you're experiencing these problems, please address them as soon as possible with the [student health counseling center](#). The university has mechanisms in place to provide support for students facing difficulties. Take care of yourself first, so you can give your schooling your full attention.

CCEE Electives/Pre-reqs and Course requirements

16. How do I select CE Electives (how do I use the worksheet and guide)?

- In general, students should pick courses that first meet graduation requirements for their specific program/focus area of choice. Our curricula have flexibility in the choice for CE/ENE/CON Electives. Courses taken in this category should be used to expand your understanding of a domain or as a means to better explore interests in CCEE.
- To ensure a student is following the graduation requirements they should pay careful attention to their program curriculum
- For questions regarding professional interests/curiosity, please either contact your faculty advisor or the course instructor.
- See a list of [program curriculums on the departmental web page](#).
- CE students have an additional [worksheet](#) available as their curriculum has additional flexibility. .

17. How do I enroll in a junior- or senior-level CCEE course if I have not yet CODAed into CE/CON/ENE?

We do not allow students to enroll in junior or senior level CCEE courses if they have not CODAed (that is, matriculated). If you are a graduate student and need a 300 or 400 level course as pre-req for your graduate program, please contact the CCEE Undergraduate Program Assistant.

18. Can I register for senior level CCEE courses if I am a junior?

Yes, as long as you meet all the prerequisites.

19. How many credit hours must I complete to reach the next academic level?

- Freshman: 0-29 Credit hours passed

- Sophomore: 30-59 Credit hours passed
- Junior: 60-91 Credit hours passed
- Senior: 92 or more

20. What can I do if I do not meet the prerequisites for a CCEE class?

- Prerequisites are enforced for all CCEE courses.
- Any student who meets a prerequisite with a transfer course that has not yet appeared on his/her degree audit may contact the CCEE Undergraduate Program Assistant for help with registration (you must provide proof, such as an unofficial transcript; you may have to have the prerequisite confirmed by the Coordinators of Advising).
- Students with special circumstances may also appeal to the CCEE Coordinators of Advising through the CCEE Undergraduate Program Assistant. A student requesting any exception to CCEE rules or regulations must do so in writing and submit the request and a copy of the degree audit from My Pack to the CCEE Undergraduate Office in Fitts-Woolard Hall 3315B.

21. What if I have the pre-requisite for a class but it's not the one listed?

Students with special circumstances may appeal to the CCEE Coordinators of Advising through the CCEE Undergraduate Program Assistant. A student requesting any exception to CCEE rule or regulation must do so in writing and submit the request and a copy of the degree audit from My Pack to the CCEE Undergraduate Office in Fitts-Woolard Hall 3315B.

22. Do I have to take co-requisite courses at the same time?

Yes, CCEE co-requisites are enforced. This means you must take the course at the same time or have taken the course in a previous semester.

23. How can I get into a class outside of the CCEE department that is restricted?

- When there are open seats in a course that are reserved for specific majors, you may attend class the first day and ask the instructor for permission to have one of the restricted seats. If the instructor grants permission, use a schedule revision form to add the course to your schedule. This form requires the instructor's signature.

- If the course restriction says departmental approval required, you may contact the instructor to find out who in the department can grant permission (permission must come from the department teaching the class).
- If there is a GPA restriction that you do not meet, you will not be able to register for the class.
- To enroll in an Mechanical and Aerospace Engineering (MAE) course if you are not allowed to, use this manual enrollment request [form](#).

24. I want to take ENG 331 next semester when I am a junior, but I cannot sign up for the class because of the junior standing restriction. What should I do?

- The English department does not make exceptions to this restriction.
- Take ENG 331 later. It doesn't matter when, since it is not a prerequisite for any other course. ENG 331 is often offered in the summer (by distance).

25. How can I get into a full class?

- First, get on the waitlist if you can. Note that wait lists are closed the first day of class and deleted on the last day to add a class.
- Attend the first day and see if there is room and if the instructor is willing to take extra students into the class.
- For non-CCEE courses, if the instructor grants permission, a schedule revision form can be used to add the course to your schedule. You can pick up a schedule revision form from your academic adviser.
- For CCEE courses, the instructor will confirm his or her permission to add the course by contacting the CCEE Undergraduate Program Assistant directly.
- It is not recommended that students contact the instructor before classes begin about the likelihood of getting into a full class

26. Can my CCEE adviser help me get into non-CCEE courses?

No. Only administrators in the department offering a course can add or remove students from classes in that department.

27. I am entering my last semester as a Civil Engineering student, but I cannot get into CE 4XX (a senior design course) because it is full. What should I do?

Contact the CCEE Undergraduate Program Assistant in Fitts-Woolard Hall 3315B with your first and second choices of course sections. All graduating seniors are guaranteed a spot in a required senior design course if they have met all pre- and co-requisites.

28. I registered for a CCEE course, but I received an email notifying me that I was switched to another section or dropped from the course. Why did this happen, and what can I do about it?

Occasionally, instructor changes are made that require a large class section to be split in two, or two may be combined. When this happens, students are moved to a new section by the department either on the same day and time schedule or in an available time slot. The students moved are chosen randomly. If you were dropped from a course, it is mostly likely for one of the following reasons:

- A bill was not paid with the university
- Did not meet course prerequisites
- Course was canceled
- You are on academic suspension
- For the first 3 cases above, there is nothing you can do to get back in the class.
- If you feel you were dropped from a course for a prerequisite violation in error, however, contact the CCEE Undergraduate Program Assistant.

29. I want to add/drop a course after the last day to add/drop. Can I do this?

- Deadlines for adding/dropping courses can be found [here](#).
- The CCEE Department does not approve late additions in most cases.
- Late course additions must be approved by the instructor of the course and the College of Engineering. A schedule revision form should be used to add a course.
- Late course drops are permitted only under certain extenuating circumstances. A schedule revision form should be used to add a course. The form must be accompanied by a letter of

explanation addressed to the Assistant Dean of Academic Affairs, justifying the request and supporting documentation (doctor's notes, counseling center notes, etc.).

- Students who have a legitimate reason for dropping a course after the deadline should first consult the University Counseling Center.
- The University policy on late drops (withdrawals) can be found at:
<http://policies.ncsu.edu/regulation/reg-02-05-04>
- The University does not permit students to carry less than 12-credit hours in any semester unless the student will graduate that semester. The University similarly does not allow a student to drop below 12-credit hours unless there is clear, documented evidence of hardship. Students considering dropping below 12-credit hours should arrange an appointment with the Counseling Center. Schedule revision forms can be downloaded or picked up in Mn 203.

30. How do I change a course to audit before the last day to drop a course?

Students who want to audit a course must fill out an [Audit Request Form](#), acquire the necessary signatures, and submit the signed form to the Office of Registration & Records (1000 Harris Hall).

31. Can I switch to another section of the same CCEE course after the last day to add a class?

No.

32. Are CCEE courses always offered during the summer?

- CCEE course offerings during summers are dependent on instructor availability and student demand. If no instructor is available or demand for a course is low, it will not be offered.
- Typically the department offers CE 214, CE 225, CE 250, and CE 282 in the summer. CSC 111 is also offered as a co-req for CE 250. Additional courses may be added based on instructor availability and interest. Also check CCEE study abroad options.

33. When do the CCEE labs begin at the start of the semester?

Please await an email from your instructor regarding the start of labs. Labs begin at different times depending on the lab schedule and instructor preference.

34. Which courses satisfy the computer science requirement for CCEE?

- It is recommended that students take CSC 111 (Sec. 002) – Python beginning S '15.
- ECE 109, ISE 135, CSC 112 (Fortran), CSC 116 (Java), and CSC 114 C++ are also currently accepted however non-CSC students may not have access or may have very limited access to these courses. CSC 200 cannot be used to satisfy the CSC requirement.
- Transfer students who have taken a computer programming course in another department should check with COA to see if they meet this requirement.

35. Can COS 100 cover E 115?

Yes, COS 100 is a 2 hr GEP IP course that covers content for E101, E115. COS 100 can be slotted in place of E102 which is a GEP IP in your degree audit. If used in this way, non degree courses need to be used to fill E101 and E115.

36. Can ST 371 be a substitute for ST 370 if you transfer into CCEE from a different department?

Yes.

37. Can COM 110 be substituted for ENG 331?

Yes.

38. Can I take another class instead of EC 205?

Yes. You can take either EC 201 or ARE 201 instead of EC 205 to fulfill 3 hrs of your Social Science GEP requirement.

39. Do I need to take the CH 201 lab (CH 202) for my environmental engineering major?

No

40. Will either MSE 200 or MSE 201 satisfy the CE curriculum requirements?

Yes, either course will satisfy the CE curriculum requirement.

41. Which courses in the mechanical and aerospace engineering department can be substituted for CCEE courses?

While it is strongly recommended that student in CCEE take CE statics (CE 214), CE solid mechanics (CE 225), and CE fluid mechanics (CE 282 – Hydraulics) due to the course content focus, course style, and expectations in follow-on courses, the following substitutions can be made:

- MAE 206 can replace CE 214 (Statics)
- MAE 214 can replace CE 225 (Solid Mechanics)
- MAE 308 can replace CE 282 (Hydraulics)

42. I have courses listed under non-degree that are substitutes for degree requirements. How can I move these courses in my degree audit?

- Course substitutions can only be done by the Coordinator of Advising and are generally done only during review of graduation applications. The department will adjust degree audits before graduation only for student athletes whose studies are reviewed by the NCAA every semester or students on VA funding who are not compensated for courses in the non-degree category.
- Substitutions can only be done for courses that have a grade, or are in progress. Planned courses do not meet degree requirements until they are in progress.
- If concerned about substitution validity please speak with your faculty advisor

43. What's the difference between Statics in the CE and MAE Departments?

- It has been our experience that CE 214 provides coverage more closely matched with subsequent CE mechanics courses (CE 225 and CE 282). For this reason it is strongly recommended that CE students take CE 214.

- Community colleges are not required to obtain engineering accreditation (ABET), a process by which academic coverage and rigor is assessed by outside experts. The department has found that students who take statics from non-ABET accredited institutions often perform poorly in follow-on courses including structures, geotechnical, water resources, and construction engineering courses.
- It has been the experience of the CCEE department that students taking core mechanics courses (CE 214, CE 225, CE 282) in the CCEE Department at NCSU are best suited for subsequent CCEE courses as there is coordination among CCEE faculty regarding course coverage expectation, and the rigor is appropriate to expectations at a leading engineering school

44. Can I use MAE 208 (Dynamics) as the Engineering Science Elective?

Yes.

Undergraduate Curriculum/GEP Requirements/Minors/Undergrad Research

45. What are the GEP requirements for the civil/construction/environmental engineering curriculum?

- All engineering students are required to 6 hrs of Humanities (different disciplines), 6hrs. Of Social Sciences (EC 201, EC 205, or ARE 201 + 3 hrs), 5 hrs. Of Interdisciplinary Perspectives (E102 counts as 2 hrs.), 3 hrs of an Additional Breadth (), and 2 hrs of Physical Education.
- take seven humanity/social science courses (21 credit hours total) from several different categories.
- In addition, the classes you choose must meet a co-req of US Diversity and Global Knowledge or you must take an additional course to satisfy these requirements.
- Humanity/social science GEP courses must be taken for a grade.
- E102 counts as 2 hrs of your GEP IP. If you didn't take E102, you must take another [GEP IP](#) to replace it.
- You must pass the Foreign Language requirement. If you have high school credit for this, but it is not on our degree audit, contact Records and Registration
- CON students must select one of the Management Science electives listed on the [curricula sheets](#) for CON (available at the CCEE website or in Fitts-Woolard Hall 3315B) as their second Social Science (EC 205 or equivalent is the first).
- ENE students must select either PS 320 or PS 336 as their second Social Science.

46. I am interested in a double major in civil/construction or civil/environmental. How many extra courses will I need to take, and how do I declare a second major?

- In many cases, a second major will provide little benefit in terms of career opportunities. Qualified students should use the extra time to earn a second, similar undergraduate degree to work on a Masters degree instead.
- Students who are still interested in a double major in degrees offered in this department should apply online on the CODA website and schedule an appointment with the Coordinator of Advising to review the options. Students who are not in good academic standing are not permitted to add another degree.

- Please read more information for the latest on potential implications of earning more than the “normal” credits while in pursuit of multiple degrees [here](#).

47. I am interested in doing undergraduate research. How do I get started?

- If you are doing well in your classes and have time for outside activities, then undergraduate research may be for you. It is an excellent experience that prepares you for both professional practice and for higher education, which is becoming increasingly important for success in practice.
- The best way to get started is to look through the faculty profile pages and the CCEE research links (<http://www.ce.ncsu.edu/research/>). Then, select faculty who work on research topics of interest to you, and meet with them to discuss their undergraduate research opportunities.
- Some research may be for course credit (as CE 499 – Special Topics in Civil Engineering) while others may be paid. Undergraduate students cannot receive both pay and course credit for the same work.
- To register for CE 499, fill out a [permission form](#), ask the professor you will be working with to sign it, and drop it off with the CCEE Undergraduate Program Assistant in the Undergraduate Office (Fitts-Woolard Hall 3315B).
- In addition to standard undergraduate research as CE 499, students may also apply for an undergraduate honors thesis. Please speak with faculty if interested in this excellent opportunity.

48. I am interested in having two focus areas in Civil Engineering. What are the requirements to obtain multiple focus areas?

- There are no longer focus areas in CCEE. There are two different Senior Design courses: 420 (Structural Design) and CE 450 (Land Development project) which apply to different areas of interest in Civil engineering. Depending on how you structure your coursework, you can potentially take either Senior design course your final semester.

49. What is a good minor to complement my civil/construction/environmental engineering major?

- The most popular minors for CCEE students are Economics, Spanish, and Math.
- CCEE students with artistic interests often minor in design studies.
- A minor in business administration may be helpful for students who plan to get an MBA, but a Business minor is often less relevant than a minor in Econ. In addition, undergraduate Business courses rarely improve the ability to manage companies in the CE or ENE fields and almost never help in the Construction field. One of the few exceptions to this guideline are the Entrepreneurship courses.
- Industrial, nuclear, and material science offer engineering minors.
- For more information about minors, visit [Academic Advising Services](#).

50. Can I get a minor in civil/construction/environmental engineering?

We do not offer a minor in CCEE at this time.

51. How do I declare a minor?

- Minors can be [added to your MyPackPortal](#). Be aware of department restrictions and talk with the department you want to minor in for more details.
- The minor audit will appear under “Degree Audit” in My Pack and will be designated on your official transcript at the same time your degree is conferred.

52. I have two history (HI) courses as transfer credit. Why is one showing up in the non-degree category?

According to the university guidelines for GEP courses, students must take two humanities from different colleges (i.e. not both HI).

53. How can I use GEPs to minor in ECON/BUS/FL/Etc.?

- Courses taken towards a minor can count as GEPs if they meet both the GEP and the Minor requirements. To ensure matchup, please review the GEP requirements. Note: Humanities must come from different fields (not both HI or FL).
- Some of the FL literature courses will count towards both a minor and satisfy a Humanities GEP requirement. Students should check with the specific department offering that minor.
- Students who want to minor in Econ have to take 5 courses in Econ, one of which is the required Introduction to Economics (EC 205 or equivalent). The second Social Science course cannot be Econ, but EC 301 can be used as the Additional Breadth course.
- There are few options for using GEP courses to help satisfy minors in other areas.

54. How do I satisfy the FL requirement if the degree audit shows that requirement has not been completed?

If you passed two or more years of high school foreign language (two years in the same language) with a C or better, have your high school send a copy of your transcript to Registration and Records. This is sometimes a problem with transfer students who did not originally supply NC State University with a high school transcript.

- If you do not have adequate high school credit, you must complete FLx 101 and FLx 102 or FLx 201, intended for students with some background in that language.

55. I took FW 221; can it satisfy both a Basic Science Elective and an Interdisciplinary Perspectives (IP) requirement?

Yes and no. **Yes**, FW 221 does fulfill both the basic science elective and can be counted as an GEP Interdisciplinary Perspective (IP). But **no**, a 3 hr course cannot fulfill 6 hrs in your degree audit.

Therefore, if you take FW 221, it can slot in either place (Basic Science or GEP IP). A CCEE advisor can then move any 3 hr non-degree course into the other slot to cover it. If you do not have 3 hr of non degree course credit, FW 221 cannot be used in this way.

56. How can I tell if a course meets the US Diversity (or Global Knowledge) requirement?

- In your degree audit there is a “Verify” requirement for both USD and GK. In the event that you have met these requirements it will change from “Verify” to “Met”.
- If you believe a course should meet the USD or GK requirement (i.e. it is on the universities list of approved [USD](#) or [GK](#) courses) you may speak with your faculty advisor.

57. Does GC 120 count for TDE 220?

Yes. GC 120 can replace TDE 220 in your degree audit, but GC 120 focuses on a different design software. Keep in mind that you will need to use AutoCAD skills (TDE 220) in your Senior Design courses (CE 420 and CE 450).

58. Does USC 101 and USC 102 count for E101 and E102?

- **No!** USC 101 will count for E101, but USC 102 does not count for E102.
- E 102 is for entering EFY freshmen only. It usually counts for 2 hrs of the required 5 hrs of GEP IP courses. To replace E102, you must take a 2 or 3 hr [GEP IP course](#). USC 102 does not give the 2 hrs of credit needed to replace E102.

Graduate School/Post-graduate/Distance classes

59. I am interested in applying for graduate school in the CCEE department. How can I find out more information? (Graduate School)

More information can be found on our [graduate academics pages](#). Alternately, you may contact the Graduate Services Coordinator (Fitts-Woolard 3311C).

60. How can I get an official copy of my transcript?

Visit or contact the Office of Registration & Records (1000 Harris Hall) to request an official copy of your transcript.

61. Can I take a graduate level course to fulfill an undergraduate requirement? Can I use this course in graduate school too?

- Students with GPA > 3.5 may enroll in a graduate course with permission from the course instructor assuming all pre- and co-requisites have been met.
- Students should be careful with this, however, as a graduate course cannot be used to satisfy both undergraduate and graduate requirements.
- If you enroll in the [Accelerated Bachelors to Masters \(ABM\) program](#), you can count up to 9 hrs of undergraduate work towards a Masters degree. If interested, please contact ABM advisors for the specialty area of interest.

62. What are the differences between distance education and regular classes?

- Students are not required to come to campus for distance education courses, except possibly for some exams. Exam accommodations can be made for students out of state.
- Distance education courses are more expensive than regular courses. Check the University Cashier's Office website for pricing: <http://www.fis.ncsu.edu/cashier/>

- [Distance education courses](#) meet the same curriculum requirements as regular courses.
- As of Fall 21, there are no undergraduate CE courses offered as distance courses, but other classes required for graduation might be available.
- Some on-campus courses are listed as “internet” courses. These ARE NOT distance education courses; they are undergraduate courses that will be administered online. They will be billed as regular courses.

63. How do I register for distance education CCEE courses?

Sign up for [distance education courses](#) as you would normally, but select one of the distance sections. For example, if MA 3XX has both an on campus and off campus (distance) section, the on campus section would be listed as 001 and the distance section would be 601. As of Fall 21, there are no undergraduate CE courses offered as distance courses, but other classes required for graduation might be available.

64. Is there a course that will help me prepare for the fundamental of engineering (FE) exam, and is the class required to take the exam?

- The FE preparation course is E 490. E 490 cannot be used to satisfy any graduation requirements.
- E 490 is not required to take the FE exam.
- More information about the FE exam can be found [here](#)

65. How can I take more courses after I complete my degree and graduate?

A student who has already earned a degree from NCSU may take more courses by registering as a [PBS \(post-baccalaureate studies\)](#) or [NDS \(non-degree studies\)](#) student. For engineering graduate programs, [Engineering online](#) coordinates distance engineering courses.

Freshman/Transfer students

66. I am an incoming freshman. How do I register for my first semester of classes?

- The College of Engineering will pre-register you for classes based on your SAT and AP score.
- You will be allowed to adjust your course schedule at orientation. The advising hold on your account will be released at this time.
- Departmental advisers are not permitted to release advising holds or modify schedules for incoming freshmen.

67. I am an incoming transfer student. How do I register for my first semester of classes, and whom should I contact with questions about my transfer courses?

You will be advised by the College of Engineering Transfer Office. Questions about transfer courses should also be directed to the College of Engineering (COE) Transfer Coordinator.

68. I am a transfer student. Do I need to take E 101 and E102?

- E 101 is for entering EFY freshmen only and cannot be taken by transfer students. New transfer students will be enrolled in E 201 (Transfer to Success) instead if possible. If you transferred in before the Fall, 2013 semester, you have several options:
 - Many transfer students have an extra transfer course with technical content that can be used to replace that 1 hr. Any math, science, programming, or graphics course can be used.
 - If there is not another technical content course in the non-degree courses listed on the degree audit, we suggest MA 302 (1-credit hour).
- E 102 is for entering EFY freshmen only and cannot be taken by transfer students. It usually counts for 2 hrs of the required 5 hrs of GEP IP courses. To replace E102, you must take a 2 or 3 hr [GEP IP course](#).

69. What's the difference between Statics in the CE and MAE Departments? What about transferring Statics from a Community College?

- It has been our experience that CE 214 provides coverage more closely matched with subsequent CE mechanics courses (CE 225 and CE 282). For this reason it is strongly recommended that CE students take CE 214.
- Community colleges are not required to obtain engineering accreditation (ABET), a process by which academic coverage and rigor is assessed by outside experts. The department has found that students who take statics from non-ABET accredited institutions often perform poorly in follow-on courses including structures, geotechnical, water resources, and construction engineering courses.
- It has been the experience of the CCEE department that students taking core mechanics courses (CE 214, CE 225, CE 282) in the CCEE Department at NCSU are best suited for subsequent CCEE courses as there is coordination among CCEE faculty regarding course coverage expectation, and the rigor is appropriate to expectations at a leading engineering school

70. I want to transfer one of my CCEE engineering curriculum requirements. How can I make sure the course will transfer (this includes study abroad)?

- It is recommended that required CE courses (in particular introductory mechanics courses: CE 214, CE 225, and CE 282) be taken at an engineering department at NCSU or another ABET accredited program to ensure the appropriate academic rigor and topic coverage.
- First, check the list of pre-approved transfer courses for [NC Community Colleges or other colleges/universities](#). If the course does not appear on either list, it will have to be evaluated for equivalence.
- If it is a CE course, you must provide a complete syllabus, textbook list, and graded coursework (if the course has been completed already) to a CCEE Coordinator of Advising for evaluation. These materials should be submitted to the department responsible for the course that you intend to substitute.
- If the course is outside of our department (e.g. ST,MA, etc.), contact the College of Engineering (COE) Transfer Coordinator. There is a separate coordinator who can help locate

departmental representatives for study abroad transfer courses. Any engineering course, including non-CE courses, intended to satisfy graduation requirements in the CE, CON, or ENE curricula must be approved by the department (CCEE Coordinator of Advising).

- To transfer your course to NCSU, have an official copy of your transcript sent to the [Undergraduate Admissions Office](#).

71. My AP credit does not appear in my degree audit. How can I fix this?

- Credit for AP courses will not appear in the degree audit until your AP scores have been sent to NC State from the College Board. The University will not accept “pass-through” AP credit. For example, you began your college studies at another institution and you had AP credit for, say CH 101. The AP credit for CH 101 will not be accepted by NCSU until confirmation of AP scores have been received directly from the College Boards (other institutions may not have the same requirements for AP credit as NCSU).
- We highly suggest that Calculus and Physics classes are retaken here at NC State even if AP credit was obtained in order to experience the rigor expected in these courses.
- If there are errors or missing AP credits after scores have been received by NC State, contact or visit the [Registration & Records Office](#) (1000 Harris Hall).

72. How can I transfer into or out of the Department of Civil, Construction, and Environmental Engineering?

- Students who are planning an intra-campus transfer from any other major into CE, CON or ENE must satisfy the CCEE [CODA requirements](#). Those who satisfy the requirements should complete the online CODA application in MyPackPortal.
- Students who are planning an intra-campus transfer out of CE/CON/ENE to a different major within the College of Engineering should contact the academic advisor for that department.
- Students who are planning an intra-campus transfer out of CE/CON/ENE to a non-engineering major should first visit the [Academic Advising Services website](#) for information on admission requirements and for the name of an adviser in that department. Those who need more guidance about choosing non-engineering majors should make an appointment with an Academic Advising Services adviser.

73. How do I transfer between CE, CON, ENE in the CCEE Department?

- Contact CCEE Coordinators of Advising. As long as students are in good standing this process is relatively simple.
- Note there are often course requisite issues transferring programs later in academic career. Be sure to review the curriculum requirements before making the decision to transfer programs.

74. Can I place out of a course (credit by examination)?

- Place out exams are offered at the discretion of each department. Contact the academic adviser for the department of interest (Math, Physics, etc.) to find out if and how you can attempt a place out:
- For a CCEE course: Schedule an appointment with the Coordinators of Advising in Fitts-Woolard Hall 3315B
 - Credit by examination is typically not permitted in CE 3XX and higher courses
- Students are only eligible for placement exams if they have never attempted the course before at the college level.
- E 115 place out [information](#)
- University [policy on credit by examination](#)

75. I have a number of CE credits I can transfer from another engineering program. How many CE credit-hours do I need to take at NC State in order to graduate with an NC State CE/CON/ENE Degree?

The College and the University have minimum “residency” requirements in order to earn a degree at NC State University. In order to earn an engineering degree at NCSU, students are required to complete a minimum of 48 of their last 60 hours of credit at NCSU and while admitted to the degree program. The department requires that those 48 hours be in engineering due to accreditation issues

Grades/Graduation/Repeating Courses/Suspensions/

76. How does the grade exclusion policy work?

- Students may exclude grades (C- or lower) in up to two courses at any level.
- First year retakes (found in older degree audits) count as exclusions.
- University policy can be found [here](#).
- Drop the [grade exclusion form](#) off for an adviser's signature, then take it to the Office of Registration and Records, 1000 Harris Hall.
- Grade exclusions can be registered at any time, but the department suggests you wait until your final semester to officially do them. They cannot be undone once submitted
- Grade exclusions for CE courses affect your major GPA and can be used to reach a major GPA > 2.0

77. What does a S* mean? Does it affect my GPA?

- An S* means that you took a satisfactory in a course during the Enhanced S/U covid policy
- An S* does not count towards your GPA. If you have courses with a S*, your major GPA might depend on very few classes. Please be aware of this as you need a major GPA > 2.0 to graduate unless you are on the C- plan.
- An S* counts as a C- if you are graduating on the C- plan

78. How many times can I repeat the same course?

- The university allows only **two attempts** of the same course if a grade of C- or lower is earned.
- Courses in which a grade of C or better is earned cannot be repeated.
- In CCEE we have a [third attempt repeat policy](#) that can be used only once for core CE courses (CE 214, CE 250, CE 263 CE 225, CE 282, CE 332, CE 342). You need written approval of the CCEE Coordinator of Advising or Director of Undergraduate programs and then the approval of the College of Engineering. Requests for waiver for the University policy,

that is, the opportunity for a third attempt will only be granted once in this department. Approved requests for waivers must be submitted by the student to Registration and Records.

79. I am repeating a course that has a corresponding lab. Do I need to retake the lab, as well?

- If the lab is separate from the class and has any credit hours associated with it, you do not have to retake the lab (assuming you passed the lab originally).
- If the lab is zero credits and part of the class, you must retake the lab with the class.

80. How can I find out whether I am suspended or on academic warning?

- Log into My Pack and view your Degree Audit.
- Click on Total Units in the top right corner of the Degree Audit.
- Academic standing is shown at the bottom of the Total Units page.

81. What should I do if I have been notified that I am on academic warning and need to meet with my adviser?

- Bring a copy of an [academic advisement form](#) to your academic advisor. Be sure to fill out the top box before you come.
- Leave your form with the CCEE Undergraduate Program Assistant in the undergraduate office (Fitts-Woolard Hall 3315B).
- Failure to follow these steps will result in a hold on your account that prevents registration for the next semester.

82. I have been academically suspended. Can I take classes while I am on suspension, and when can I return to school?

- Students who are on academic suspension after their first semester at NC State are not eligible to take distance education courses.
- Students on academic suspension beyond their first semester are allowed to take two distance education courses (non-CCEE courses only) per semester while on suspension.
- Visit the DELTA website for an authorization form to take DE courses and a list of [course offerings](#).
- Refer to the university [policy on academic suspension](#) for return requirements
- Information and steps to be readmitted can be found [here](#).

83. I received an email notifying me that I am on progress toward degree warning. What does this mean?

- Progress toward degree warning means you are not progressing in your degree as required by the university (e.g., taking too many non-curriculum courses, repeating too many courses, not enrolling in the appropriate type or number of courses in the major, or other activities that indicate the student is not actively pursuing a degree in that major).
- Students who receive a progress toward degree warning email should schedule a meeting with their adviser as soon as possible to develop an agreement and plan of work for improvement if they intend to stay in the major. If they intend to transfer to another major, they should contact the Coordinator of Advising in that program immediately.
- Students who do not show improvement after one semester or fail to meet with their adviser will be transferred from the CCEE department into the non-degree studies (NDS) or Transfer Undergraduate (TRU) program and will be managed by the College of Engineering for no more than one semester.
- The university policy on progress toward degree can be found [here](#).

84. I plan to or have withdrawn from NCSU. Will the credits I've already earned expire, and how can I enroll if I decide to return?

- The credits you earn at NCSU do not have an expiration date.
- A student who withdraws in good standing (GPA 2.0 or higher) may return any time.
- Students who withdraw between semesters need only to drop all of their courses for the up-coming semester to be considered withdrawn.
- Students who withdraw in the middle of a semester should make an appointment with the [University Counseling Center](#) for assistance.

- The readmission guidelines and procedures can be found [here](#).

85. Where can I find help planning out my remaining courses to make sure I graduate on time?

- Important CCEE Advising resources can be found [here](#).
- Plans of work for CE/CON/ENE can be found [here](#).
- Use your degree audit, curriculum planning tables, and your CE Worksheets (if CE) as your guide for planning courses.
- If you want to deviate from the suggested sequence of courses in the degree audit, be sure you will meet prerequisites for future courses.
- Take advantage of the plan of work feature in My Pack to plan out all of your courses.
- Questions may be directed to your faculty advisor

86. Which courses are C-wall for CCEE?

Please see the following curriculum sheets for all Pre and Co-Requisite requirements. There are certain courses that require a C- or better grade in their pre-requisites. If a course is listed as a pre-requisite, it does not mean it is a C-wall course unless noted. Note: Graduation requirements (i.e, C- plan) might require a C- in your CE courses. This applies if your major GPA is < 2.0.

- [CE](#)
- [CON](#) e 115
- [ENE](#)

87. I made a C- in a C-wall class. Does this satisfy the C-wall requirement?

- Yes, for courses that are not required for CODA.
- Certain CODA courses will require a grade of C or better: CH 101, CH 102, MA 141, MA 242, and PY 205

88. Which courses in the CE/CON/ENE curriculum can be taken for credit only?

- E 115 and PE courses can be taken for credit only.
- All other courses, including general education requirements, must be taken for a letter grade.

89. How can I get an official copy of my transcript?

Visit or contact the Office of Registration & Records (1000 Harris Hall) to request an official copy of your transcript.

90. How and when do I apply for graduation?

- Apply to graduate online in your last semester at NC State (ideally before the Census Date). If you have any questions about your degree audit, please discuss them with your advisor in the semester prior to when you plan to graduate. Certain courses need to be moved manually in the degree audit and must be done by a CCEE Coordinator of Advising (300 level courses used as CE Senior Electives, GEP IPs to fill E102, etc.).
- There are two steps for graduation check-out (during Covid, only step 2 is needed):
 1. Fill out a graduation form (Blue Card), which can be obtained from the CCEE Undergraduate office (Fitts-Woolard Hall 3315B).
 - Fill out the front of the card and have your CCEE advisor review and sign. CE students must also fill the back of the blue card demonstrating how they have completed or intend to complete their degree requirements.
 - Print out your Degree Audit. **Please include notes on the degree audit specifying misplaced courses or other special circumstances to facilitate our review.**
 - Submit the blue card and degree audit paper-clipped together in Fitts-Woolard Hall 3315B.
 2. Submit a graduation request online in My Pack at the same time you turn in your Blue Card. This needs to be done at least 2 weeks before the Census Date of the semester you are planning to graduate. Otherwise, you will have no chance to add necessary classes if you need to.

- If you submitted a Blue Card on time, your application will be reviewed by the Department, normally before the last day to add a course in your last semester. You will be notified by the Coordinator of Advising if there are deficiencies in your degree audit that cannot be corrected. If you have not submitted an annotated copy of the degree audit and the COA cannot (easily) identify corrections or substitutions, your application will be denied.
- If your application to graduate has been denied for any reason, including GPA < 2.0 (overall and in the major), you must correct the deficiency needed and inform the COA by email so that the application can be reviewed again. If you cannot correct the deficiency, the COA will withdraw your application for that semester.
- The College will review the application after it has been approved by the Department. Registration and Records then conducts a final review after grades have been posted (this step is the one of the main reasons your diploma is not mailed for several weeks after graduation).
- R&R will not approve graduation for a student with an Incomplete (IN) and ANY course, even if not needed for graduation. This also includes co-op credit.
- When the necessary forms have been submitted and approved you will receive email communications from the university and department about graduation-related details.

91. Where and when are the departmental and university graduation ceremonies?

- Information about the university graduation ceremony can be found [here](#)
- Information about the CCEE graduation ceremony will be emailed to graduating students at the beginning of the semester.

92. Can I “walk” (take part) in the departmental graduation in one semester if I will not graduate until the next semester?

Yes, but only if you have just one course left to take the semester after you “walk.” For example, you plan to take ENG 331 in the Summer '21. That is the last course you need to graduate. You can therefore “walk” in S '21 departmental graduation ceremony.

93. What are the requirements to walk in the CCEE departmental graduation?

- Students must be at a point where they can graduate with only summer courses in the summer semester following the graduating semester.
- Please speak with the CCEE Undergraduate Program Assistant for details and to determine if you qualify.

94. Can I graduate if I don't have a 2.0 overall GPA?

No. This is University policy and cannot be waived.

95. Can I graduate if I don't have a 2.0 **major** GPA?

Students with a GPA < 2.0 in the Major upon graduation can only graduate on the "C-Minus Plan". This plan requires the student to earn a C- or better in all CE-prefixed courses used to satisfy graduation requirements. Students will NOT be granted a waiver for having to repeat a course if they have exceeded the number of enrollments in that course or other courses already. Once a student has a C- in all CE courses not listed as a non-degree course, this requirement has been met, and the student may graduate. Engineering courses such as MSE 200 and MAE 301 are not required to have a C- or better as long as the overall GPA is equal to or better than 2.0

96. How are GPAs calculated, and where can I find an online GPA calculator?

[GPA calculation](#)

[GPA calculator](#)- Hopefully, you can calculate your GPA on your own!

Student Organizations/Co-ops/Scholarships

97. I need to reserve a classroom for a student organization-related event. Whom do I contact about this?

- You should make the request yourself by contacting CCEE Undergraduate Program Assistant.
- Please submit the request at least two days in advance of the event.

98. I am a co-op student who needs to submit a plan of work or a post co-op report and forms. How do I make an appointment?

A meeting with your CCEE adviser is required. The advisor will briefly review your report and may ask you a few questions. In some cases, particularly in later co-op rotations, the advisor may ask you to leave the report for their review at a more convenient time. Once the report has been reviewed and the advisor has added their own evaluation, the student should return the signed forms to the co-op office.

99. What is the difference between a co-op and an internship, and when is the best time to apply for one?

- A co-op is a structured, university approved work program designed to allow students to alternate semesters of school and paid work in their field of study. During semesters of work, students enroll in a zero credit co-op class (COP ***) that allows them to maintain continuous enrollment. Co-op generally requires one extra year in school to complete the program, and the time spent working can be applied toward a professional engineering license. For more information about co-op, visit the [co-op website](#). Students should apply for the co-op program after they have CODAed. The co-op office typically offers required information sessions several times a semester. The student must attend one of these sessions before the co-op office will review their application.
- An internship is paid, career-related experience, typically during the summer, though some students intern during the semester.

- The [Career Development Center](#) provides the ePACK system to help you find an internship. Many internship opportunities are posted on the jobs board across the hall from Mn 203. Students can intern at any time. An internship does not necessarily apply toward a professional engineering license.
- If a full-time internship is accepted during the fall or spring semester, you will need to withdraw and reapply for the next semester. This can be avoided by taking at least one course from NCSU while interning, on-campus or via **distance education** (non-CCEE courses only).
- Students with internships or co-op experience often have more job offers and better starting salaries.

100. Can I receive course credit for an internship or engineering-related job?

Course credit is not awarded for experience, paid internships or jobs. This is both a college and department policy.

101. How do I apply for scholarships, and what are my odds of receiving one?

- Students MUST complete the online **scholarship eligibility form** to apply for all COE and CCEE scholarships. Most scholarships do not require need, but do require merit.
- CCEE and COE scholarships are awarded only to students who have CODAed.
- As an example of scholarship numbers in the 2013 year we awarded about \$192,000 in scholarships to about 90 students in the department.
- Odds of receiving a scholarship and scholarship amounts vary by year. Availability of funds determines the number and amount of new scholarships awarded each year.
- Financial aid may also be available. Students should check with the Financial Aid office directly.