

Doctoral Minor in Engineering Mechanics (EM) Agreement Form for Non-Engineering Mechanics Students

Minor forms from other departments will not be accepted in place of this form.

Form instructions: Form is a fillable PDF. Please type. Email to [Sara Hladilek](mailto:Sara.Hladilek@wisc.edu).

Requirements:

1. A minimum of 10 credits in EMA courses, including 3 credits in 700 level or above courses:
 - a. All courses used for the minor must be 300 level or above taken after the bachelor's degree
 - b. Ordinarily only one course (maximum of 3 credits) of independent study is allowed (EMA 599, 690, 799, 999)
 - c. Research and thesis courses may not be used for the minor
 - d. No more than 5 credits completed 5 or more years prior to admission to the PhD major may be used
 - e. Courses taken 10 or more years ago may not be used
 - f. Courses taken pass/fail or for audit may not be used
 - g. Courses with grades of "S" given in courses graded on a credit/no credit basis are acceptable
2. A GPA of 3.0 must be attained for the minor.
3. A maximum of 5 credits may be transferred from other institutions to satisfy these requirements.
4. The minor program must be approved by the Dept. of Mechanical Engineering Associate Chair for Graduate Studies.
5. A student has earned an M.S. degree in Engineering Mechanics will be considered to have fulfilled the minor requirements.

Form Instructions & Process:

1. Officially 'declare' the Engineering Mechanics doctoral minor in the MyGrad Portal. [Instructions](#)
 - a. *This step may be completed prior to completing the coursework, although we do recommend obtaining approval of the selected courses prior to enrolling.*
2. Complete this form and submit it to the Dept. of ME Graduate Coordinator: shladilek@wisc.edu.
 - a. *This form will only be signed after all grades are earned and deemed sufficient to meet minor requirements.*

Student Name: _____ Is this form: Original Revised

Campus ID Number: _____ Major: _____

Area of Specialization and Objective: _____

List the courses you would like applied toward your doctoral minor:

Dept/Course # (ex. EMA 542)	Course Title (if topics course, include topic title)	Cr.	Grade	Semester & Year	Cross-listed Dept.	Institution Name if Prior Coursework

*Student Signature: _____ Date: _____

**By submitting and signing this form, you understand and agree that your UW-Madison transcript will be accessed and reviewed by the Dept. of ME Graduate Coordinator to verify course completion and sufficient earned grades.*

Printed Name of Major Advisor: _____

Major Advisor Signature: _____ Date: _____

Mechanical Engineering Department use only:

Courses Approved (if course review requested prior to grades earned): Yes No

Minor Completed and Approved: Yes No

ME Associate Chair for Graduate Studies Signature: _____ Date: _____