

**Davidson School of**

**Chemical Engineering**

**Undergraduate Program Guide**

**2022-2023**

DAVIDSON SCHOOL OF CHEMICAL ENGINEERING

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# Image result for purdue university chemical engineering

# Welcome to Chemical Engineering!

The Chemical Engineering Undergraduate Program Guide is designed to empower chemical engineering students with the resources to be successful throughout their academic journey. These resources include the degree requirements for the Bachelor of Science in Chemical Engineering **degree**, Davidson School of Chemical Engineering policies, procedures, & academic regulations, as well as opportunities to complement the undergraduate chemical engineering degree. Please note this is supplemental to the Purdue University Catalog and provides a summary of pertinent information useful in successfully navigating the chemical engineering undergraduate curriculum.

All Chemical Engineering undergraduate students have an assigned academic advisor to collaborate with throughout their undergraduate journey. The Chemical Engineering Undergraduate Academic Advisors are available to assist with course registration, reviewing your academic plan and fulfilling your degree requirements. While the advisors are here as a resource to assist you during your academic journey, as stated by the University, *the final responsibility for completing the graduation requirements rests with the individual student*.

The Undergraduate Guide, ChE Undergraduate Office Bright Space and the *Schedule of Classes* published each semester provide detailed information allowing students to create a schedule for routine registration. In addition, students have a personal *myPurduePlan* (mPP), from which to view continuous progress for all academic pursuits, and a *Plan of Study* accessed with links to the University Catalog throughout this booklet. The University Regulations Reference Book may be useful for finding information regarding the academic calendar, credit transfer, scholastic standing, changing a grade, etc.

**CHEME UNDERGRADUATE OFFICE**

VIRTUAL OFFICE HOURS

MONDAY – FRIDAY 8:30AM–4:30PM

(765) 494-5650

**IN-PERSON STAFFED OFFICE HOURS**

MONDAY – FRIDAY 9:00–12:00PM & 1:00–3:00PM

**** 

**KARISSA RADERSTORF**

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**DR. DAVID CORTI** **DR. GABRIELA NAGY**

***Director of Undergraduate Studies Director of Industrial Education***

***Professor of Chemical Engineering***  *FRNY G051*

****



 **SANDY HENDRYX** **ALLEN R. REIGEL**

***Undergraduate Office & Co-Op Secretary******Senior Academic Advisor***

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# THE UNDERGRADUATE OFFICE

The ChE Undergraduate Office is the hub for all student services within the Davidson School of Chemical Engineering including academic advising, scholarships, experiential learning, tutors, etc. The Undergraduate Office staff is dedicated to working with our undergraduate population with each Advisor and staff member, indicating specific cohorts or related responsibilities to our students:

* **Sandy Hendryx**, General questions, academic forms, tutors
* **Michelle Metcalf**, Advising, Study Abroad
* **Allen R. Reigel**, Advising, Recruiting, Study Abroad, Co-Op Upperclassmen
* **Karissa Raderstorf**, Advising, Transfers, CODO, T2M, Study Abroad, Scholarships, CHE 200

## Connecting with the ChE Undergraduate Office

Students may connect with the ChE Undergraduate Office in several different ways throughout the semester and the ChE Advisors want to ensure students feel at ease and are comfortable in our interactions. The ChE Advisors are an invaluable resource during the undergraduate journey and are along for all of the highs, and the lows. The ChE curriculum is very rigorous and the ChE Advisors understand that sometimes, things go better than expected AND other times, they do not go as planned. Regardless of outcome, the ChE Advisors are here to provide guidance on how best to move forward in a positive manner that is best for your future academic, personal and professional development. To make the most of your relationship with your ChE Advisor, we recommend communicating in the manner you feel most comfortable with. Throughout the semester, the ChE Advisors use different communications methods to ensure they meet every student’s needs:

### Virtual Drop-Ins

The ***first week*** of each semester the ChE Advisors are available via their virtual office (no appointment needed) to assist students with course modification, formwork, or other needs and requests ***concerning the current term***.

*NOTE: The ChE Advisors arrange available hours to accommodate their students as well as for duties to fulfill of other responsibilities, so they may be unavailable at the time of coming in outside of their posted hours. Please contact the virtual office for a time to return based on your Advisor’s schedule.*

### In-Person Drop-Ins

The Chemical Engineering Undergraduate Office, FRNY G041, is available for drop-ins during our in-person office hours Monday thru Friday 9am until noon and 1pm – 3pm, when classes are in session. **ANY** member of the Undergraduate Office may assist a student during in-person office hours, not just the student’s assigned advisor.

*NOTE: The ChE Advisors arrange available hours to accommodate their students as well as for duties to fulfill of other responsibilities, so they may be unavailable during normal in-person drop-in hours. If unavailable, a note will be posted on the UG Office door. Please contact the virtual office for assistance.*

### Appointments

Students may schedule an appointment (virtual or in-person) with their ChE Advisor, via [*BoilerConnect*](https://www.purdue.edu/boilerconnect/)(link also in myPurdue) beginning the second week of each semester. Evening and weekend appointments may be available with your advisor or with Karissa Raderstorf, Associate Director for Undergraduate Studies. If evening/weekend options are not available via BoilerConnect, please contact your advisor or Karissa directly to schedule.

* Appointments (30 min) may be scheduled for various reasons such as plan of study review, academic concerns or issues, study abroad, etc.
* Registration Appointments (15 min) consists of plan of study audit and course recommendations for the upcoming semester.
* If there are other matters to discuss that may exceed the allotted 15 minutes time frame, we encourage students to set up an additional appointment outside of the registration timeframe.

### E-mail

For convenience and time, students may email their ChE Advisor with general inquiries. These should be limited to questions necessitating short responses to address. Due to volume received, please be concise, and, while Advisors attempt to reply as soon as possible, but please allow 24-48 hours during certain times of a semester such as registration (do not expect responses during weekends, breaks or holidays)*.*

# BSCHE DEGREE REQUIREMENTS

The Purdue [*University Catalog*](http://catalog.purdue.edu/preview_program.php?catoid=9&poid=10234) contains the official degree plan, suggested layout of courses and requirements for all students based on their catalog term, or when they entered the university.

The Bachelor of Science in Chemical Engineering degree is comprised of two main areas:

* **Major Required Courses – Chemical Engineering Core**
* **Other Departmental Courses**
* First Year Engineering Core
* ChE Science Technology Engineering Math Core
* ChE General Education Selective Core

## Major Required Courses: Chemical Engineering Core (46 cr)

Chemical Engineering Core:

* CHE 20000 ChE Sophomore Seminar
* CHE 20500 ChE Calculations
* CHE 21100 Intro to Thermodynamics
* CHE 30000 ChE Junior Seminar
* CHE 30600 Staged Separations
* CHE 32000 Statistical Modeling
* CHE 34800\* Reaction Engineering
* CHE 37700\* Momentum Transfer
* CHE 37800\* Heat and Mass Transfer
* CHE 40000 Senior Seminar
* CHE 42000 Process Safety
* CHE 43500 ChE Senior Lab
* CHE 45000 Design
* CHE 45600 Controls
* CHE Selective

#### Notable Items Regarding the Chemical Engineering Core:

* 20500 requires a minimum grade of a C or higher.
* All other Chemical Engineering Core courses require a minimum grade of a C-.
* \*Indicates a Fundamentals Lab Course (CHE 34800, 37700 & 37800). Course offerings contain a lecture, recitation and lab section. Recitation and Labs are scheduled for the same day, same start time and will alternate during the semester.
* CHE 43500 Senior Lab can be completed during the fall or the spring of senior year. While it is suggested for students to complete fall senior year, many students do complete CHE 43500 and CHE 45000 Design together during the spring semester Senior year due to Senior Labs capacity.
* The CHE Selective is typically completed during a student’s senior year; however, can be completed at any time as long as the student fulfills the requirement to enroll in the desired course.

#### Suggested Pathway for Chemical Engineering Core:

Due to the layout of prerequisites and offerings, students should follow this outline to graduate in four years. Deviating from this pathway, or not meeting minimum course grade requirements may require repeating a course(s) and can result in delaying graduation.

|  |  |
| --- | --- |
| **FALL Year: 2** | **SPRING Year: 2** |
| **CHE 20000 [1]** | **CHE 21100 [4]** |
| **CHE 20500 [4]** | **CHE 32000 [3]** |
| **FALL Year: 3** | **SPRING Year: 3** |
| **CHE 30600 [3]** | **CHE 30000 [1]** |
| **CHE 37700 [4]** | **CHE 34800 [4]** |
|  | **CHE 37800 [4]** |
| **FALL Year: 4** | **SPRING Year: 4** |
| **CHE 40000 [1]** | **CHE 45000 [4]** |
| **CHE 42000 [3]** [Fall only] | **CHE Selective [3]** |
| **CHE 43500 [4]** |  |
| **CHE 45600 [3] [**Fall only] |  |

## Other Departmental Course Requirements (84 credits)

To further one’s academic breadth, beyond their major technical study, these requirements provide students with a holistic education with a variation of subjects in providing foundational knowledge support for both major coursework and future collaboration encounters in industry. These requirements satisfy mandates as set forth by the University (UCC); School of Chemical Engineering; College of Engineering; and [*ABET*](https://www.abet.org/).

It is important to understand for selective requirements, the approved courses have been identified based on the content and standard by the faculty, without regard to frequency offered. While these lists include active courses, not all are available in a given semester, so always reference “Look Up Classes” for offerings.

### First-Year Engineering Core

First Year Engineering Core:

* CHM 11500 General Chemistry I
* CHM 11600 General Chemistry II
* ENGR 13100 Transforming Ideas into Innovations I
* ENGR 13200 Transforming Ideas into Innovations II
* MA 16500 Analytic Geometry & Calculus I
* MA 16600 Analytic Geometry & Calculus II
* Oral Communication
* PHYS 17200 Mechanics
* Written Communication
* Students must successfully complete the FYE Curriculum which applies to their Chemical Engineering degree requirements.
* Students who do not take CHM 11600 prior to admission to CHE, must take the course to fulfill the BSCHE degree requirements.
* Transfer or CODO Students are recommended to enroll in ENGR 13000, during their first semester in our School to fulfill requirements for the two semester FYE sequence of ENGR 13100, 13200.

### Chemical Engineering STEM Core [36-credits]

The [*STEM Core*](http://catalog.purdue.edu/preview_program.php?catoid=10&poid=12682) is necessary supplemental coursework for Chemical Engineering understanding. Selective option courses *must* be from the provided approved linked list to satisfy that requirement.

* **Biology Selective [3-cr]**

|  |
| --- |
| * BIOL 23100 Biology III: Cell Structure and Function *(BIOL 1100 & CHM 11600)* |
| * **\*CHM 33900**: Biochemistry: A Molecular Approach *(CHM 26200)* |
| * CHM 43300 Biochemistry or **\*CHM 53300** Introductory Biochemistry *(Junior Classification, CHM 26200, CHM 32100)* |
| * BCHM 30700 Biochemistry *(CHM 26200)* |
| * **\*BCHM 56100** General Biochemistry I *(Sophomore 45-59 Classification, CHM 26200)* |

* ***NOTE:*** **\*Students minoring in Chemistry can take this course to fulfill both minor requirements and the ChE Bio Selective.**
* CHM 26100 [3-cr], *Organic Chemistry I*
* CHM 26300 [1-cr], *Organic Chemistry Laboratory I* [registered separately from CHM 26100]
* CHM 26200 [3-cr], *Organic Chemistry II*
* CHM 26400 [1-cr], *Organic Chemistry Laboratory II* [registered separately from CHM 26200]
* CHM 37000 [3-cr], *Physical Chemistry*
* [*Engineering Selective*](http://catalog.purdue.edu/preview_program.php?catoid=9&poid=12313) [6-cr] \*\*
* CHE 40100 Co-Op Seminar II (Co-Op Students Only)
* Any Chemical Engineering Selective
* Any AAE, ABE, CE, CEM, ECE, IE, MSE, ME and NUCL course. (Student must meet pre-req listed to enroll)
* *NOTE*: The following courses DO NOT count in CHE: ABE 20100, 21000, 30800, 37000, IE 23000, 33000 and ME 30900, 35100
* *NOTE*: CHE 49700 Chemical Engr Study Abroad does not count for an ENGR Elective – rather a Technical Selective or General Education or Upper General Education Selective
* MA 26100 [4-cr], *Multivariate Calculus*
* Math Selective:

|  |
| --- |
| **Track 1: (Recommended by Dept of Mathematics)**  Math Selective I: MA 26500 (MA 26100 Minimum Grade of C-)  Math Selective II: MA 36600 Ordinary Differential Equations *(MA 26100 & 26500 Min Grade*  *of C-)* ***OR***MA 26600 Ordinary Differential Equations (*MA 26100 Minimum Grade of C-)*  **Track 2:** |
| Math Selective I: \* MA 35100 Elementary Linear Algebra *(MA 26100 Minimum Grade of C-)* |
| Math Selective II: \*MA 36600 Ordinary Differential Equations  *(MA 26100 & 26500 Minimum Grade of C-)* |
| **Track 3:**  Math Selective I: MA 26200 Linear Algebra and Diff Equations *(MA 26100 Minimum Grade of C-)* |
| Math Selective II: MA 30300 Differential Equations and Partial Differential Equations *(MA 26200)* |
| **OR** MA 51400 Numerical Analysis *(Junior Classification)* |
| **OR** ME 58100 Numerical Methods in Mechanical Engineering  *(JR, ME 31500 & 35200 )* |

* PHYS 24100 [3-cr], *Electricity & Optics*
* [*Technical Selective*](http://catalog.purdue.edu/preview_program.php?catoid=9&poid=12313) [3-cr]

### General Education Selective [18-credits]

As a longtime degree staple supporting of general education coursework, this field overlaps with requirements instituted in the University Core Curriculum [UCC)] BSS, HUM, and STS [3-cr each]. These are required of all undergraduates to ensure achieving common academic and foundational goals and must come from the [*approved UCC course lists*](https://www.purdue.edu/provost/students/s-initiatives/curriculum/courses.html).

* Behavioral Social Science [BSS]
* Science, Technology & Society [STS]
* Humanities [HUM]

Additionally, there are General Education and General Education **Upper-Level** requirements [9-cr total], from the [*ChE approved list*](http://catalog.purdue.edu/preview_program.php?catoid=10&poid=13353), satisfying a diverse education as directed by ABET.

* General Education Selective [3-cr]
* Gen Ed Upper Level Selectives [6-cr]

**To fulfill the** General Education Selective (3 credits)**, students may complete any course from the approved subjects below provided the course is open to students in the offering department and the student qualifies to take the course.**

**To fulfill the** General Education Upper Level Selective (6 credits), **students may complete courses from the approved subjects below at the 30000+level courses or courses with required pre-requisite in the same department.**

**Approved subjects in College of Liberal Arts, School of Management, and/or Honors College include**:

AAS, AD, AGEC, AMST, ANTH, ARAB, ASAM, ASL, CHNS, CLCS, CMPL, COM, CSR, DANC, ECON, EDPS, ENGL, ENTR, FLL/LC, FR, FS, GER, GREK, HDFS, HEBR, HIST, HONR, IDIS, ITAL, JWST, JPNS, LALS, LATN, LING, MARS, MGMT, MUS, OBHR, PHIL, POL, PSY, PTGS, REL, RUSS, SLHS, SOC, SPAN, THTR, TLI, WGSS and [NUTR 30300](https://catalog.purdue.edu/preview_program.php?catoid=15&poid=22914&hl=%22chemical+engineering%22&returnto=search#tt6676).

### Free Electives 0-12 credits

Some requirements may overlap – or double dip, in the plan of study. The requirements listed below may overlap (completing one course to fulfill two requirements).

**Accepted Degree Overlaps:**

* Science, Technology & Society (STS) and Engineering Selective
* Science, Technology & Society (STS) and Technical Elective
* Humanities (HUM) and Upper-Level General Education Selective
* Behavioral Social Science (BSS) and Upper-Level General Education Selective
* Science, Technology & Society (STS) and Upper-Level General Education Selective

**NOTE:** 130 credits are required for the BSChE. For students who take advantage of the overlap of courses, additional courses or free electives may be necessary to ensure 130 credits are met for graduation.

# ACADEMICS & REGULATIONS

The Davidson School of Chemical Engineering has academic regulations and policies in place, as designed by the faculty, to safeguard the reputation of the degree curriculum and educational preparedness of students.

## Academic Regulations

**The Bachelors of Science Degree in Chemical Engineering requires:**

* 130 credits
* 2.0 Overall GPA (all courses completed at the university)
* 2.0 Major GPA (Chemical Engineering Core courses only)

**CHE 20500:** Students **MUST** earn a minimum grade of a “**C**” or better.

* If minimum grade is not met, students may **NOT** enroll in any other CHE courses.

**Chemical Engineering Core: Students MUST earn a minimum grade of a “C-“or better in all other required CHE courses.**

* If minimum grade is not met, students may **NOT** enroll in any other CHE courses in which course not successfully completed is a pre-requisite.

**Students may take the ChE General Education Selective Core courses for a letter grade or pass/ no pass.**

* Please see Pass/No- Pass Grade Mode below for more info.

**3 credits of CHE 41100, 41200, 49800 or 49900 may be used to complete the Chemical Engineering Selective.**

**3 credits for CHE 41100, 41200, 49800 or 49900 may be used to complete the Engineering or Technical Selective.**

**Students may NOT use credit in the following courses to fulfill CHE degree requirements:**

**ABE 20100, ABE 21000, ABE 30800, ABE 37000, IE 23000, IE 33000, ME 30900 and ME 31500**

**Adopting University policy, the school allows enrollment of a repeatable course up to three (3) times**

* Enrollment is defined as the establishment of a letter grade (“A”– “F”) or withdrawal (“W”)
* If a CHE course is not successfully passed after the third enrollment, the student is no longer eligible to continue pursuit of a degree in the School of Chemical Engineering

**Chemical Engineering courses are expected to be completed at Purdue-West Lafayette [approved study abroad programs are the exception]**

### Pass/No-Pass Grade Mode

This can provide a student the opportunity to broaden their educational experience of advanced courses with minimal concern of grades factoring into the cumulative GPA. Adjusting the mode may be done within the [*modification timeline*](https://www.purdue.edu/registrar/calendars/index.html) of a given semester. **Please consider the following with P/NP option:**

* **APPLIES ONLY** toward requirements identified in the General Education Selectives, includes UCC
* **Graduate or Professional School:** if considering, it is *NOT recommended* to enroll courses as P/NP
* The course obligations and expectations of the material is the same as if taking for a letter grade

**Final Reporting:**

* Pass [“P”] is coded for those who would have earned an A+, A, A-, B+, B, B-, C+, C, or C- grade
* Not passed [“NP”], for those who would have earned lower than a “C-” grade and *credit is not earned*

### Retake/Repeat of Courses

It may be determined to repeat a course for various reasons, such as; unsatisfied with an earned grade, failed course, or not meeting the identified grade minimum in CHE courses, but the following policies apply:

* **M*ay only enroll a course for a maximum of three (3) times per university academic policy***
* Enrollment is defined as establishing a letter grade or a “W” indicating a withdraw from the course
* **When a course is retaken at Purdue, the previous grade is automatically *excluded* (“E”) from contribution to the graduation index (overall GPA) and only the *most recent* grade established is calculated**
* University regulation dictates, the most recent grade *always* replaces the previous grade – no consideration is given to which is higher. It is encouraged to discuss retakes with Academic Advisor.
* **If an approved equivalent course is successfully completed at another institution, the transferred credit will satisfy the degree requirement but *does not replace the original grade for GPA calculation***
* Statement on mPP: “*If you register and receive a grade for a course in which credit hours have already been granted, either by work at Purdue or by transfer credit, you will forfeit the credit for the previous course. However, until final grades are processed, your previous course will appear in the audit as usable credit. Also, institution credit always takes precedence over transfer credit*.”
* Credit may be established via AP exams, IB exams, and credit from other institutions and will show as “TR” on the Purdue transcript and myPurduePlan
* **The repeated course may only be done in the same grade mode as the original course enrollment.**
* Such as, if the course was initially enrolled for a letter grade, then the retake *MUST* also be for a letter grade; conversely, if originally enrolled as Pass/No Pass, the retake *MUST* be done in this mode as well.
* **If repeating a course solely for grade improvement, it is encouraged to configure the affect the potential new grade may have on the overall GPA prior to spending time in repeating.** Also, consider the original grade and the likelihood to drastically improve on that mark, as well as potentially earning a lower grade which would be utilized as being the most recent earned grade.
* **GPA Calculator tools**: [*Academic Success Center*](https://www.purdue.edu/asc/resources/gpa-calc.html) or [*College of Science*](https://www.purdue.edu/science/Current_Students/gpa-calculator.html) or [*School of Management*](https://krannert.purdue.edu/undergraduate/current-students/gpa-calculator.php)

## Academic Policy of Pre- and Co-requisite Courses

All Chemical Engineering [CHE] Core courses have a minimum grade requirement. If the minimum grade is not met, that CHE course must be *repeated while forfeiting enrollment of all subsequent coursework* for which the repeat course is a prerequisite.

* **Prerequisite:** Courses(s) that ***must*** be satisfactorily completed prior to enrollment of subsequent courses
* **Corequisite:** Course(s) that may be taken concurrently with another course(s)
* **CHM 37000:** CHE 21100 is a **prerequisite** andnot corequisite*. No exceptions!* The School of Chemical Engineering policy supersedes the Department of Chemistry and student *may not seek an override*.

|  |  |  |
| --- | --- | --- |
| **COURSE** | **PREREQUISITES** | **CO-REQUISITES** |
| **CHE 20000** |  |  |
| **CHE 20500** | ENGR 13100  MA 16100 or 16500  PHYS 17200 | CHM 11600 |
| **CHE 21100** | CHE 20500  MA 26100 |  |
| **CHE 30000** | CHE 20000 |  |
| **CHE 30600** | CHE 21100 |  |
| **CHE 32000** | CHE 20500 | Math Selective I |
| **CHE 34800** | CHE 21100  Math Selective I | CHM 26100 |
| **CHE 37700** | CHE 21100 | Math Selective II |
| **CHE 37800** | CHE 37700 |  |
| **CHE 40000** | CHE 30000 |  |
| **CHE 42000** | CHE 37700 | CHE 34800, CHE 37800 |
| **CHE 43500** | CHE 30600 CHE 32000  CHE 34800 CHE 37800 |  |
| **CHE 45000** | CHE 30600 CHE 37800  CHE 42000 CHE 45600 | CHE 43500 |
| **CHE 45600** | CHE 37700 | CHE 34800, CHE 37800 |

## Special Regulation Exception Consideration Forms

The Davidson School of Chemical Engineering faculty have devised and approved a curriculum adhering to accreditation guidelines while upholding the integrity of a conferred Purdue University Bachelor of Science degree. In accordance, the academic policies set forth by the faculty outline a specific sequence of Chemical Engineering courses with reliance of prerequisite courses to ensure material understanding for success in a subsequent course. It is expected students adhere to the policies and outlines as configured by the faculty to meet the foundational outcomes of the major coursework and fulfill expectations as set by the Accreditation Board of Engineering and Technology, ABET. **Should an extenuating circumstance be presented, the student must write a statement, in a professional format, indicating the hardship or reason for the request to such academic policies.** Additional documentation of support for the request is encouraged toward understanding the situation in full.

All requests must be submitted to [Karissa Raderstorf](mailto:kraderstorf@purdue.edu), Associate Director of Undergraduate Education for consideration prior to registration.

### [****ChE Course Exception Form****](https://engineering.purdue.edu/ChE/academics/undergraduate/ChE%20Exception%20Form_3.pdf)

* Should be submitted if a student is unable to create a workable schedule or an extenuating circumstance be presented with the required listed course on the BSCHE degree requirements.
* Example of exception requests include but are not limited to enrolling in PHYS 27200 in lieu of PHYS 24100, CHM 25500/25501 in lieu of CHM 26100/26300, CHM 25600/25601 in lieu of CHM 26200/26400, etc.

### [****ChE Prerequisite Exception Form****](https://engineering.purdue.edu/ChE/academics/undergraduate/ChE%20PreRequisite%20Exception%20Form_3.pdf)

* Should be submitted if a student encounters an extenuating circumstance and the request of a prerequisite exception to such academic policies should be considered.

### [**ChE General Education Requirement Exception Form**](https://engineering.purdue.edu/ChE/academics/undergraduate/ChEGen%20ED%20Exception%20Authorization%20Form_2.pdf)

* Should an intended course of enrollment at Purdue not be included on the approved general education selective list, please submit the course syllabus and completed form indicating the requirement, or requirements, to be fulfilled.
* Courses taken at another institution, whether coming into Purdue as a direct or indirect course, but not included on the original listing, should do the same for evaluation including the course syllabus for each course to be reviewed.

### [****ChE Concentration Course Exception form****](https://engineering.purdue.edu/ChE/academics/undergraduate/ChE%20Concentration%20Exception%20Authorization%20Form_2.pdf)

* Should a Purdue course of possible enrollment not be included on the existing approved list, please have a syllabus submitted, if necessary, and complete this form indicating which concentration the course is to fulfill.
* Courses taken at another institution, including study abroad programs, brought into Purdue as a direct or indirect course, but not included on the lists, should be evaluated by including the course syllabus for each course to be reviewed.

## Chemical Engineering Registration Policies

### Course Registration

* Each semester, chemical engineering students are required to communicate or meet with their ChE Advisor (virtually, in-person, or email), to discuss their current courses and plan for the upcoming term.
* The ChE Advisors will provide course recommendations and guidance based of the students current standing and progression in the ChE Curriculum.
* Recommendations will be inputted into the Advisor Course Registration Form in Scheduling Assistant.
* Students will be able to accept and or modify such recommendations from the time they communicate with their advisor until the CRF closes for batch registration.
* All students will go through the batch or pre-registration process and receive their schedules from the Office of the Registrar closer to the end of the semester.
* Students can adjust their schedules during open registration if needed.

### ****Registering for CHE 41100: ChE Undergraduate Research Internal (ChE Faculty Advisor)****

* For students who are completing research and working with a faculty member within the Davidson School of Chemical Engineering, to register for CHE 41100: ChE Undergraduate Research, students should complete the ChE Research/Design contract electronically with their Faculty Advisor.
* Completed forms may be uploaded to the following [link](https://purdue.ca1.qualtrics.com/jfe/form/SV_9Aj5oSYigeOxSke) or to the QR Code on the form to begin the registration **process during open registration**.
* ***Requests for research enrollment via the scheduling assistant without a contract on file will be denied.***
* [ChE Research/Design Contract](https://engineering.purdue.edu/ChE/academics/undergraduate/Eletronic%20ChE%20Undergraduate%20Research%20Design%20Contract%202021.pdf)

### ****Registering for CHE 41100: ChE Undergraduate Research External (Non-ChE Faculty Advisor)****

* Students participating in chemical engineering related research outside the Davidson School of Chemical Engineering must submit ChE Research/Design Contract: External Research Advisor contract (both sides) requesting their research be considered as CHE 41100: ChE Undergraduate Research.
* Completed forms may be uploaded to the following [link](https://purdue.ca1.qualtrics.com/jfe/form/SV_9Aj5oSYigeOxSke) or to the QR Code on the form, no later than 5:00pm, on the Friday before the semester begins to be eligible for consideration.
* The School of Chemical Engineering Undergraduate Committee will review submissions during the second week of the semester, and, if approved, students will work with the Undergraduate Office to complete the registration process.
* [ChE Research/Design Contract: External Research Advisor](https://engineering.purdue.edu/ChE/academics/undergraduate/Eletronic%20CHE%20External%20Research_Agreement%20Updated%202021.pdf)

### ****Override Requests****

* Receiving an error message when trying to add a class? Please check the course restrictions prior to submitting and override request via Scheduling Assistant.
* To view the restrictions for a course, you may use the Look Up Classes function via MyPurdue. After selecting the course, please find the R with a circle around it to view the requirements to enroll in the course.

### ****Time Conflict Override Requests****

* For courses that have an allowable conflict, such as BAND and Co-Op Seminar, please add the non-che course first and request a time conflict override for the CHE course in the scheduling assistant.

### ****Space in ChE Courses****

* **Should you need space in a CHE course and unable to enroll via Scheduling Assistant, please contact Karissa Raderstorf, ​the**[**Associate Director for Undergraduate Studies**](mailto:kraderstorf@purdue.edu)**for assistance.**

## Chemical Engineering Concerns

* Our goal in the Davidson School of Chemical Engineering Undergraduate Office is to provide a positive experience for every student providing them with the resources and tools they need to make educated decisions throughout their academic journey. Sometimes the journey has a few bumps in the road and unfortunate experiences with courses, peers, faculty and staff. Should you have a concern that needs to be addressed, **please contact Karissa Raderstorf, ​the**[**Associate Director for Undergraduate Studies**](mailto:kraderstorf@purdue.edu)**for assistance.**

## Transfer Credit: How it Applies to the ChE Degree

There are instances, for various reasons, in which a student may decide to enroll coursework through another institution. In this situation, the student should check [*equivalency*](https://selfservice.mypurdue.purdue.edu/prod/bzwtxcrd.p_select_info) of desired coursework and then with their Academic Advisor to be aware of certain restrictions or policy regarding application toward the following areas:

### Chemical Engineering Major Requirement

The faculty assumes students will enroll all Chemical Engineering courses at Purdue University. If extenuating circumstances arise, and a course must be taken at elsewhere, the following ***MUST*** apply:

* Permission from the Undergraduate Committee to enroll must be received *BEFORE* taking the course
* The providing Chemical Engineering program *MUST*be accredited
* The course must be judged equivalent to the course it is replacing and will normally be made by the Purdue instructor of the corresponding course; a detailed course syllabus must be provided
* Student must demonstrate significant hardship would result if the course must be taken at Purdue
* See also *Special Regulation Exceptions* for more information

### General Education & General Education Upper Level Selectives

The “Gen Ed” [3.0-cr] and “Gen Ed Upper Level” [6.0-crs total] areas may have some flexibility with transfer credit versus others; however, as of Fall 2019 students *MUST* ensure courses come in an follow the [*outlined approved courses*](https://engineering.purdue.edu/ChE/academics/undergraduate/General%20Education%20Electives%20for%20Chemical%20Engineering.xlsx) for these requirements. To meet these requirements, it is more streamlined if equated to a Purdue course, and on the approved list, however, if it does not (i.e. HIST 1XXXX, etc.), see your Academic Advisor to submit a request for evaluation.

### Policy: University 32.0-Credits of Upper-Level Requirement

Purdue University requires all undergraduate students earn a minimum of 32.0-credits of upper-level work, defined as 300-level or higher, *at the West Lafayette campus*. Failure to meet this requirement is deemed a deficiency and hinders the awarding of the degree. While usually not an issue for ChE students, students should still monitor and factor progress when considering transfer coursework.

### STEM Core Requirements

All courses in this field of the degree *MUST* transfer as the exact Purdue course code to satisfy the intended requirement. Failure of the course doing so results in the requirement as “still needed”. Example: If a course comes in as MA 2XXXX, Linear Algebra, this is deemed as insufficient in the necessary material, as determined by the Department of Mathematics, therefore, does not satisfy the MA 26500 requirement.

## Credit Transfer Eligibility and Process

It is encouraged to first check the [*Purdue Transfer Credit Database*](https://selfservice.mypurdue.purdue.edu/prod/bzwtxcrd.p_select_info) for how the course will enter Purdue and ensure eligibility of the credit as earned at a [*regionally accredited institution*](https://www.chea.org/board-meeting-summaries?Action=CMS_Document&DocID=197&MenuKey=main); the coursework is of college-level and not identified as remedial; and the student must earn a minimum “C-” to be accepted. ***No exceptions***.

When the coursework is successfully completed, meeting the listed criteria, the credit must be established at Purdue, which the process requires the student to contact the attended institution and have the transcript submitted through one of the following methods found on the site of [*Purdue Office of Admissions*](https://www.admissions.purdue.edu/transfercredit/index.php):

### E-Transcript

* The transcript must be sent to the email from the Office of the Registrar of the institution attended
* The institution sends to [admissions@purdue.edu](mailto:admissions@purdue.edu), which uses a secure e-transcript service
* Most efficient method and Purdue provides email updates to the student of receipt and processing

### Mail

* The transcript *MUST* be sent direct from the attended institution to Purdue University

### Deliver in person

* Ensure the transcript is on attended institution’s stationary and in a sealed envelope
* Take to the Office of Credit Evaluation in Schleman Hall

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# DEGREE ENHANCEMENTS

While the curriculum set forth is challenging and provides a strong foundation in the area of Chemical Engineering, in preparation to be productive and an asset in the industry, many students seek additional opportunities to integrate enhancements based on interests or career choice. Listed are ways for students to achieve enrichments within an academic setting along with, or as a substitute, to Co-Op or internship avenues.

## Research

While research is not required for the degree, it is often pursued for selective degree requirements, and a facet of education bridging theory with application of knowledge from coursework into simulation of “real world” aspects while working closely with a faculty mentor. The School of Chemical Engineering has options for [*research and innovation*](https://engineering.purdue.edu/ChE/academics/undergraduate/employment) allowing students to capitalize on experience and earn degree credit while expanding their perspective, application into products in Chemical Engineering, and enhancing their reporting and communication skill sets in preparation for industry and achieving the expectations of our graduates. These opportunities are highly recommended for those students seeking continued education of Masters and PhD.

### Chemical Engineering Research, Internal

Many School of Chemical Engineering faculty are involved in research for discovery and impact to enhance contributions to their classroom and labs, industry and world communities. With these objectives, often faculty have opportunities for undergraduate students to pursue and combine their academics to application of everyday needs addressed by industry through experiential learning.

* **All current lab opportunities and the recommended process for contacting an instructor to obtain research can be found on the**  [*ChE Research page*](https://engineering.purdue.edu/ChE/academics/undergraduate/employment) **on Bright Space**

#### Chemical Engineering Research, External-Related

Some Chemical Engineering students secure research with faculty in other campus departments. This is not discouraged as the presented experience can offer exposure of application of Chemical Engineering concepts and how it may be engrained in other fields, such as pharmaceuticals, foods, health, and more.

* **If a student obtains a lab position outside of the Davidson School of Chemical Engineering, and is participating in chemical engineering related research, they may request this research be considered CHE 41100: ChE Undergraduate Research.**
* **The** student and external faculty must [*fill out a form*](https://engineering.purdue.edu/ChE/academics/undergraduate/employment) and the student must also provide detailed answers to question indicating the content of the research and how it integrates Chemical Engineering concepts.
* **All External Research Applications are due the** Friday of the first week of **semester.**
* **Application** will be reviewed by the faculty of the Undergraduate Committee for a decision in the second week.

### 

### Minors

Many departments campus-wide offer a minor providing knowledge of an area supplemental to the degree, but not as extensive as the major allowing for completion usually without extending graduation based on start of study. When the minor requirements are successfully completed, as outlined by the offering Department, it is displayed on the academic transcript. While not all minors are available to all students, an official list of all active minors at Purdue is found on the catalog [*Undergraduate Minors page*](http://catalog.purdue.edu/content.php?catoid=9&navoid=11231). *Please note additional claims and changes of requirements as determined by catalog term [identify your catalog term as indicated in mPP].*

* Contact the Department offering the minor for inquiries regarding requirement specifics
* To add a minor, contact your Advisor with the following exceptions:
* Computer Science: [*application and admission process*](https://catalog.purdue.edu/preview_program.php?catoid=15&poid=23046) and admission is not guaranteed
* ECE: [*apply in person*](https://catalog.purdue.edu/preview_program.php?catoid=15&poid=22918)
* Final audits and awarding the minor, upon successful completion, is performed by the offering Department

### Concentrations

Students may demonstrate a “focus” in one, or more, of **six** offered [*concentrations*](https://catalog.purdue.edu/preview_program.php?catoid=15&poid=22914&hl=%22chemical+engineering%22&returnto=search). Each concentration consists of 9 **– 12 c**redits of coursework and **has an** option to satisfy the Chemical Engineering Selecti**ve,** Engineering Selective **and/or Technical Selective with the BSCHE** degree requirements. This provides an alternative to “randomly” selecting courses for identified **requirements** and pursue additional knowledge in a specific area of interest without adding coursework to their degree work. Upon successful completion, the indicated concentration is displayed on the transcript.

Optional Concentration Areas:

* **Biological Engineering**
* **Energy & Environment**
* **Materials and Polymers**
* **Pharmaceutical Engineering**
* **Data Science**
* **\*Research**

NOTE: **\*Students who complete the Research Concentration will also be recognized for obtaining ChE Departmental Honors at graduation.**

## Study Abroad

Students who desire to pursue education with world-wide exposure, study abroad is the way to go! Purdue’s [*Study Abroad Office*](https://www.purdue.edu/IPPU/SA/)is the main resource specific to assisting a student’s ambition. Studying within other cultures, meeting people, and enlightenment to new countries is an integral part of being a student and Purdue nurtures student’s learning through providing opportunities to these otherwise potentially rare experiences. The Study Abroad Office is the place for [*getting started*](https://www.purdue.edu/IPPU/SA/Programs/GettingStarted.html)in assisting with preparation to going abroad.

When on a study abroad program, the student is accountable with adhering to the academic policies of 1) the attending institution abroad, 2) Purdue University and 3) the School of Chemical Engineering, as if the student remained on the West Lafayette campus. A student who will study abroad must sign an agreement, with their Academic Advisor, to confirm their awareness of the outlined expectations and regulations, and other information resources, as stated on the form, to ensure satisfactory progress during their experience.

### SHORT PROGRAMS and School of ChE Academic Policies

These are programs during Spring Break, Winter Break and programs of 2- and 4-weeks in length

* Credit earned in short programs may only apply to one of these degree requirements:
* Technical Selective **OR**
* General Education Selective **OR**
* General Education Upper Level
* Credits earned through School of Chemical Engineering and other College of Engineering programs, even of higher level, *may not* apply toward the Chemical Engineering Selective or Engineering Selective areas respectively

### SEMESTER/YEAR-LONG PROGRAMS and School of ChE Academic Policies

Student meets with their ChE Advisor to:

* Review possible ChE-related programs
* [*ChE Programs*](https://engineering.purdue.edu/ChE/academics/studyabroad) have equated courses, as reviewed by our faculty, satisfying major requirements
* The School of Chemical Engineering has agreements with these [*institutions abroad*](https://engineering.purdue.edu/ChE/academics/studyabroad) listed by country, their universities, and the courses previously equated
* If an offered course at the institution has not previously been reviewed and recorded:
* For each CHE course of interest, submit a syllabus for faculty evaluation
* For each non-CHE course, submit the syllabus the respective schools and departments at Purdue for their determination
* Sign forms of approved and intended courses and followed up with assigned ChE Advisor

**The policy of CHE course sequence, and prerequisites, remains intact as if not participating abroad**

* + If student earned less than the minimum requirement of “C-” in CHE 21100, then they may only enroll CHE 21100 (as a retake), if offered, and no subsequent Chemical Engineering courses may be enrolled per academic policy of the Davidson School of Chemical Engineering

**Coursework may not be enrolled or completed out of sequence**

* + If the highest course achieved prior to the program is CHE 21100, the student may not enroll CHE 37800 without first successfully completing the prerequisite of CHE 37700

# Special Courses

There are certain circumstances, processes, or regulations to be aware of when pursuing any of these courses, some of which are required for the degree while others are experience options to enhance the education:

CHE Laboratory Courses: CHE 34800, CHE 37700, CHE 37800, CHE 43500

* These courses may not be added after the first day of attached lab section.

CHE Seminar Courses: CHE 20000, CHE 30000, CHE 40000

* Required courses within the Chemical Engineering Major Core.

Remedial Courses do not satisfy any requirements: PHYS 14900, MA 15900, CHM 11100

Research Projects: CHE 41100, CHE 41200

* Permission of instructor required. A maximum of 6.0-credits may apply toward degree requirements –

Chemical Engineering Selective or Engineering Selective or Technical Selective areas.

Co-Op Program Courses

* Department permission required. Participation requires registration of a designated 0-credit course, for any term representing an off-campus work session. The course sequence is dependent on pursuing a 3 **or** 5-term**, or FLEX Co-Op** certificate and registration maintains official full-time student status with the University allowing similar privileges as on-campus terms. Each program has an approved tentative plan of study.

Co-Op Seminar Courses: CHE 20100, CHE 30100, and CHE 40100

* When a student returns from a work session and enrolls the next academic term, they are required to enroll the seminar course corresponding with their program progress. The CHE 40100 course [3-cr] is the final seminar only for students concluding the 5-term Co-Op Program [3-term not eligible]. This course may apply toward the Technical Selective or Engineering Selective requirement, but not the Chemical Engineering Selective.

CHE 39699: ChE Internship Course:

* For domestic U.S. citizens, registration maintains full-time student status for official purposes while off-campus for a work experience. Non-U.S. citizens (Visa holders) are required to register the appropriate course for any term upon approval to comply with INS rules. The internship must be approved by the Director of Industrial Education and submit a CPT application online with the Office of International Student and Scholars (ISS).

Graduate Credit

* Courses of 500- or 600-level, successfully completed, but are not applied toward any undergraduate degree requirements, may be used for graduate credit. To qualify for graduate-level credit, the student must be of senior classification and earn a “B” grade or better. Also, the course instructor is required to file the authorization form, available in Undergraduate Office–FRNY G041, during the semester of enrollment. The student’s transcript will be audited after graduation, then authorized to utilize as graduate credit if deemed eligible per the criteria.

# UNIVERSITY OFFICES

## Office of the Bursar

This is the student’s one stop shop to view their billing invoice, make payments, and ensure scholarship payments and refunds are received in a timely manner. Students can find information on their [*site*](https://www.purdue.edu/bursar/) regarding tuition/fee rates, remissions, as well as a tuition calculator. It is encouraged to review for answers to frequently asked questions. Also, much of the student billing information is on their myPurdue account.

## Office of the Dean of Students

Often referred to as [*ODOS*](https://www.purdue.edu/advocacy/index.html), this office provides many assistive support services for our Purdue student population. Please refer to links for a sampling of services the office and staff provide; home page to access all:

* [*Academic Assistance*](https://www.purdue.edu/advocacy/students/assistance.html)
* [*Student Safety and Well-Being*](https://www.purdue.edu/advocacy/students/wellbeing/index.html)
* [*Student Legal Services*](https://www.purdue.edu/odos/sls/)
* [*Academic Probation*](https://www.purdue.edu/advocacy/students/probation.html)
* [*Students Rights and Responsibilities*](https://www.purdue.edu/odos/osrr/)
* [*Academic Integrity*](https://www.purdue.edu/odos/osrr/academic-integrity/index.html)

## University Policy Office

This office is the [*definitive source*](https://www.purdue.edu/policies/students.html) for the most current Purdue system-wide policies, and those duplicated on other sites or in print may not be the most current version. Purdue-West Lafayette, and its regional campuses, maintain additional administrative policies specific to their needs and structure. Individual colleges, schools and departments may adopt distinct procedures, standards or guidelines, all which must be consistent within system-wide policies. Here are the Purdue-West Lafayette [*Student Policies*](https://www.purdue.edu/policies/students.html)[non-academic].

## Office of the Registrar

The official University record-keeping office and offers many student, staff and faculty resources and functions as support and provision of academic and enrollment services and policies. Helpful information regarding course registration, enrollment and academic rights are found through the [*Office of the Registrar*](https://www.purdue.edu/registrar/) with more necessities for assisting students.

## Student Regulations

Previously “University Regulations”, now [*Student Regulations*](https://www.purdue.edu/studentregulations/index.html), provides information to all students on structure, policy, regulations, and procedures of the University which govern their relationship to the University in both academic and personal progress toward their ultimate educational goals. It is designed as a reference, with direct quotes from the University Code where applicable, covering the basic areas relating to all Purdue students.

## Student Success Programs

Empowering students to embrace a sense of lifelong learning by providing nationally-recognized, student-centered college success [*initiatives and services*](https://www.purdue.edu/studentsuccess/) the directive. The various interconnected programs assist progressive stages of development and have as ultimate goals: increased rate of **degree completion;** future **employment** or study; **dedicated citizenship**; and responsible **leadership**. The [*Disability Resource Center*](https://www.purdue.edu/drc/index.html)and [*Veterans Success Center*](https://www.purdue.edu/veterans/index.html), two vital resources for our students, are offices housed in this area.

## Center for Career Opportunities

Informing and assisting students and graduates alike using transformative career services, innovative technologies and collaborative synergies to connect with professional opportunities within Indiana, the United States and the world. It is encouraged to visit the [*CCO web site*](https://www.cco.purdue.edu/), to set up an account and for access to career fairs, internship and career postings, resume’ submission, and more.

# GLOSSARY

PURDUE ACRONYMS

|  |  |
| --- | --- |
| **mPP** | myPurduePlan |
| **“NP”** | No Pass [on the Pass/No Pass Grade Mode indicates earning lower than a “C-“] |
| **“P”** | Pass [on the Pass/No Pass Grade Mode indicates earning a “C-“ or better] |
| **CHE** | Chemical Engineering course code |
| **CODO** | Change of Degree Objective |
| **FYE** | First Year Engineering |
| **T2M** | Transition to Major |
| **TR** | Transfer Credit [indicator of credit brought in from AP/IB or another institution] |
| **UCC** | University Core Curriculum |

OFFICES

|  |  |
| --- | --- |
| **DRC** | Disability Resource Center |
| **ASC** | Academic Success Center |
| **ISS** | International Student and Scholars |
| **ODOS** | Office of the Dean of Students |
| **OPP** | Office of Professional Practice [Co-Op Programs] |
| **REGISTRAR** | Official record keeping office of Purdue University [transcripts] |