PURDUE UNIVERSITY | Davidson School of Chemical Engineering

Davidson School of Chemical Engineering

Undergraduate Program Guide 2025-2026

DAVIDSON SCHOOL OF CHEMICAL ENGINEERING
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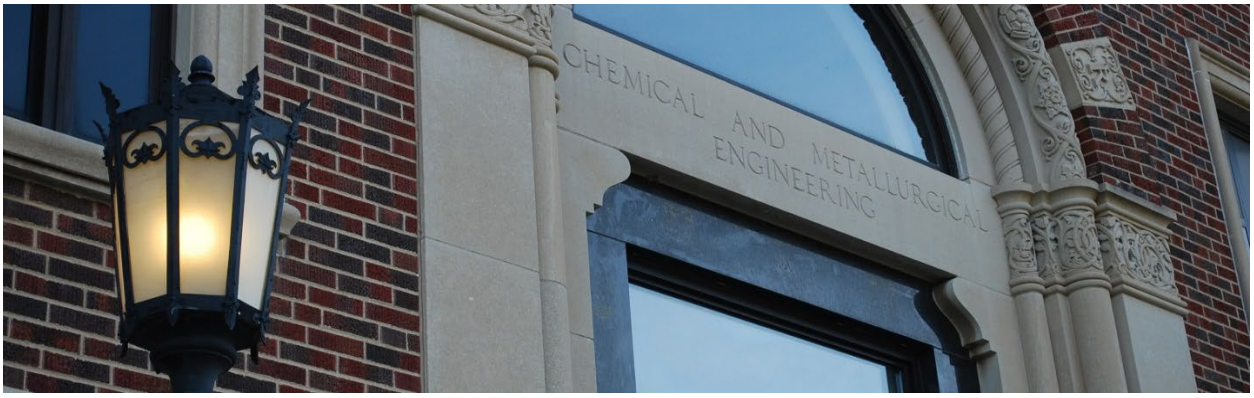

WELCOME TO CHEMICAL ENGINEERING!

This handbook outlines many academic and policy aspects of the Davidson School of Chemical Engineering to aid our undergraduate students. The initiative of this handbook to provide information among areas such as registration procedures, academic regulations, and learn your curriculum requirements for the baccalaureate degree in Chemical Engineering. While this publication ***does not*** supersede any statements presented in the Purdue University Catalog, faculty documents, Office of the Dean of Engineering, or Office of the Registrar, the directive is to deliver a summary and helpful links to pertinent information in navigating the academic journey at Purdue University.

Your assigned Academic Advisor will *assist* you with registrations, reviewing your academic plan, and fulfillment of graduation requirements for the BSChE degree, however, ***responsibility for completing graduation requirements rests fully with the individual student***, per university statement. Utilizing this handbook and the *Schedule of Classes* published each semester will provide adequate information to you, the student, for routine registration. In addition, students have a personal *myPurduePlan* (mPP), from which to monitor continuous progress for all identified academic pursuits, and a *Plan of Study* accessed in the University Catalog with links 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.

The Purdue Chemical Engineer

Chemical Engineers implement chemistry and math into the world around us. They are creative problem solvers who apply scientific knowledge and technical expertise to meet a worldwide demand for useful materials, efficient and clean energy, and even everyday consumer products at a reasonable cost and in the safest manner possible. Chemical Engineers are involved in creating new medicines, materials, and processes which improve the quality of life across the globe, protect the environment, and conserve our natural resources. Our alums work in research, design, development, production, technical sales, and management. Some are consultants, computer system designers, doctors, or lawyers focusing on patent or environmental law. Chemical Engineers are responsible for basic necessities in life that many of us take for granted. Because of the Chemical Engineer's unique background, this discipline of engineering is one of the broadest fields in the science-technical area. A background in chemical engineering offers a wide variety of career options.

The Purdue Chemical Engineering curriculum builds on the basic sciences and other branches of engineering. Elective programs developed by the student with his or her advisor can create options in such areas as applied chemistry, biochemical engineering, biomedical engineering, chemical reaction engineering, chemical processing, energy and natural resources processing, environmental engineering, food processing, geoscience, materials science, nuclear engineering, pharmaceutical engineering, pre-law, pre-medicine, process control, production and sales, and systems engineering.

UNDERGRADUATE STUDIES OFFICE & STAFF

VIRTUAL OFFICE HOURS

Monday–Friday 8:30AM–NOON & 1:00–4:30PM

Phone: [765] 494-5650

IN-PERSON STAFFED OFFICE HOURS

Monday–Friday 9:00–12:00PM & 1:00–3:00PM

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UNDERGRADUATE OFFICE OPERATIONS

The Chemical Engineering Undergraduate Office staff is dedicated to working with our undergraduate population. It is our goal to nurture growth, communication, and decision making, as well as aide in navigating their journey through Purdue and the academic curriculum.

Academic Advising Expectations

"*The mission of undergraduate advising at Purdue University is to partner with students, faculty, staff, departments, and administration to empower students to develop and implement an individualized plan for academic success, and personal and career development, while integrating learning and enrichment within the University and community, as well as assisting students in understanding the nature, purpose, and value of higher education.*" – Purdue University Advising

In the scope of the university advising mission, the Davidson School of Chemical Engineering undergraduates are assigned to an Academic Advisor who assists the student through varying academic related matters. The Advisor is the student's most utilized front-line resource throughout their education for reasons such as:

- Questions about degree program, minors, concentrations, plans of study, etc.
- Study Abroad and how courses may apply toward degree requirements
- Personal issues interfering with academic performance
- Academic Probation/deficiency issues – poor performance in Chemical Engineering coursework
- Preregistration [required by the University]
- Inquiries regarding campus academic and non-academic resources

Students in Chemical Engineering can expect their Advisor to:

- Explain degree and major requirements
- Discuss student's academic performance
- Assist with major exploration and interpreting degree requirements
- Empower student to advocate for themselves
- Support personal concerns and academic issues
- Provide a safe, inclusive environment
- Provide detailed knowledge and guidance about the standards and program(s) they advise
- Help navigate plan of study and requirements
- Inform about prerequisites for program courses
- Assist with long- and short-term goal setting
- Discuss personal and academic interests
- Establish a positive working relationship to provide a welcoming atmosphere at Purdue
- Teach how to analyze academic information and make well-informed choices
- Educate on various policies and procedures necessary to navigate the University
- Inform student of their responsibilities in the advising process
- Refer to campus resources/services as needed

Students are expected to fulfill the following responsibilities in the advising process:

- Know your Academic Advisor
- Communicate about research, study abroad, experiential learning goals for timely planning
- Check your @purdue.edu email account daily
- Explore new and challenging opportunities
- Develop realistic short- and long-term educational and career goals
- Familiarize with campus resources, services
- Notify your advisor of any academic difficulties or changes in program interests
- Meet your Advisor minimally once per semester and be prepared [courses, questions]
- Review degree requirements and progress
- Be informed of Purdue and School of ChE academic policies and procedures
- Be proactive in your education; seek help at the first sign of concern!
- Accept there may be possible struggles in some classes. Work hard and communicate!

Advising Methods

ChE Advisors utilize several methods for academic advising to accommodate our students based on their preference and convenience. A student may connect with their assigned Academic Advisor by:

1. **DROP-IN**
   Due to convenience, drop-ins have become a popular method amongst our student population.

   This allows you to stop in anytime during office hours that works into your busy schedule to address your questions and needs in a timelier manner.
   - Advisors will arrange hours for their students to come by without appointment. However, there are times your Advisor may be unavailable, but our front desk personnel or another Advisor may be able to assist.

2. **APPOINTMENT**
   Beginning the *third week* your Advisor may provide times to schedule an appointment via BoilerConnect or work out a time via email.

3. **E-MAIL**
   This has been our student's main preference of communication with their Advisor to address inquiries as another form of easy and convenient avenue to gain advisement.

   These should be limited to questions necessitating short responses and for more immediate matters. Due to volume received, be concise, and, while Advisors attempt to reply as soon as possible, please allow 24-48 hours during certain times of a semester such as registration "season" and do not resend within that time frame [please ***do not expect responses during non-work times***; weekends, breaks, holidays].

BrightSpace: ChemE Undergraduate Office

Like registered courses, the Chemical Engineering Undergraduate Office has a BrightSpace page for streamlined communication to our student population. All ChE students are "enrolled" for access to this page where information pertaining to research, internship and job postings, organization happenings, among many other academic and non-academic announcements. This reduces contributing to the congestion of emails you receive and instead receive notifications of new postings to remain connected with all events and offerings.

Pre-Registration

Since the Fall of 2019, students have utilized the implemented preregistration process. The ChE Academic Advisors will alert our students to the timeline of beginning, reminders, and deadline for this process.

A Course Request Form [CRF] is filled out with intended priority courses, and alternatives to those selections, to request for the upcoming semester. Academic Advisors *assist* with auditing against your myPurduePlan for positive progress. When you have been advised, via any communication, continuous access to the CRF is provided during the time you may **update, if necessary, and submit** by the indicated university deadline date. The CRF also includes your PIN allowing access to Scheduling Assistant during open registration dates.

Find more information on the Office of the Registrar's page regarding *Pre-Registration*.

Our role as Academic Advisor is to *assist* the student with policies and degree progress as; however, per the University, ***"The student is ultimately responsible for knowing and completing all degree requirements."***

- **Preparation is expected when meeting!** [upcoming semester courses, academic pursuits, general questions]
- Review *your* ideas of possible course options for "selective" requirements
- Submit Course Request Form [CRF] by the university's identified deadline!

BACHELOR of SCIENCE DEGREE OUTLINE

The degree is comprised of these core areas required for graduation compliance: *University Core Curriculum [UCC], Civics Literacy Proficiency* [beginning Fall 2021], *Chemical Engineering major, Other Departmental*, and *General Education*. You must follow your catalog term official degree plan found on the *University Catalog*.

Chemical Engineering Major Core

Per school academic policies, the following qualifications are required:

1. A "**C**" or better in CHE 20500 to meet the prerequisite to continue in the sequence with CHE 21100
2. All other Chemical Engineering major courses must be "**C-** "or better, as well as any additional CHE selective course for the Chemical Engineering or Engineering Selectives degree requirements.

Other Departmental Course Requirements

To enhance academic breadth beyond the major technical study, the outlined requirements provide our students with a holistic education with a variation of areas providing foundational knowledge in coursework and preparation for future industrial collaboration. This curriculum satisfies the combined mandates as set forth by the university, Davidson School of Chemical Engineering, College of Engineering, and *ABET*.

1. First-Year Engineeirng Core [FYE]

The Core ***must*** be successfully completed for *T2M*; however, *CODO* or transfer students may be admitted without ENGR 13100/13200, or equivalence, completed due to ineligibility to previously enroll.

2. "STEM Core"

This *section of the BSCHE degree* [2025-26 catalog] is a necessary supplement to the major coursework for enhanced technical understanding. For **Biology, Math**, **Engineering**, and **Technical Selectives** see the link to the approved courses identified by the faculty based on foundational content. While providing multiple course choices, not all may be offered every semester. Selections ***must*** be from the linked course list.

- **Biology Selective [3.0-cr]**
- **CHM 26100,** *Organic Chemistry I*
- **CHM 26300,** *Organic Chemistry Lab I*
- **CHM 26200,** *Organic Chemistry I*
- **CHM 26400,** *Organic Chemistry Laboratory II*
- **CHM 37000,** *Physical Chemistry*
- **Engineering Selectives [see information below]**
- **MA 26100,** *Multivariate Calculus*
- **MATH Selective I, II**
  - ✓ **MA 26500**, *Linear Algebra;* **MA 26600***, Differential Equations,* recommended by Dept. of Math
- **PHYS 24100,** *Electricity & Optics*
- **Technical Selective**

CHEMICAL ENGINEERING & ENGINEERING SELECTIVES POLICY

A maximum 6.0-credits of any combined research [CHE 41100, 41200, 49800, 49900 or other department] may apply as:

- Chemical Engineering Selective [3.0-cr] ***and*** Engineering Selective [3.0-cr] ***or*** Engineering Selectives [6.0-cr]
- CHE 49700/59700 are temporary course numbers for newer content that can apply to these requirements

*** **ABE** 20100/21000/30800/37000; **IE** 23000/33000; **ME** 30800/31500 ***DO NOT APPLY*** ***

Credit may be established in *only one course from each pairing* due to similarities in content:

- **ABE 58000** ***or*** **CHE 52500** [either are eligible to apply to Chemical Engineering ***or*** Engineering Selective]
- **CHE 33000** [Chemical Engineering Selective] ***or*** **MSE 23000** [Engineering Selective *only*]

3. General Education Selectives

A longtime curriculum staple, based on ABET accreditation requirements, general education coursework, continues to be valuable in the overall education. This field has been expanded with the overlap inclusion of three general education University Core Curriculum [UCC] requirements and selections ***must*** come from the *approved UCC course lists*. For ***General Education requirements***, course selections ***must*** be from the listed departments and following the outlined criteria for eligibility [*2025-26 catalog*].

- **UCC: Behavioral Social Science** [BSS]
- **UCC: Humanities** [HUM]
- **UCC: Science, Tech & Society** [STS]
- ***General Education Selective*** [3.0-cr]
- ***General Education Non-Introductory*** [6.0-cr]

GENERAL EDUCATION NON-INTRODUCTORY

Since Fall 2019, to ensure cohesiveness and consistency for the ***General Education Non-Introductory*** requirement, courses ***must*** be from this *approved list* of qualified departments for eligibility to satisfy these areas. We continue to monitor and expand this list recognizing the need to include additional popular departments and courses relating to some minors with remaining in compliance with ABET policy in mind.

What defines a General Education Upper-Level course?

- A course with a prerequisite of the same subject [e.g., **PSY 20000** (PSY 12000 is a prerequisite)] ***or***
- A course is of a 30000-level and higher; a prerequisite is not necessary to qualify [e.g., HIST 35100]

Are there possible exceptions for the requirement?

While attempts are continually made to include a variety of courses deemed "in the spirit" of this area, there may be courses of interest not represented. If an unlisted course appears to have relevant foundational content, submit the course syllabus and exception form [Glossary and Forms page] to your Academic Advisor for review by the Undergraduate Committee.

Suggested Pathway of Chemical Engineering Courses

The outline is the critical course path following identified prerequisites and course offerings sequence. This should be followed to graduate in a four-year timeline, including the FYE year. To ensure this, CHE 20500* should be successfully completed in the fall term [Year 2, post-FYE] to avoid heavy course loads in Spring [Year 3] and Fall [Year 4]. Deviating from this pathway or not meeting a course grade requirement resulting in course repeat, could mean ***additional time to 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] ^	CHE Selective [3]
CHE 43500 [4]	
CHE 45600 [3] ^	

* **CHE 20500** may be concurrently enrolled with ENGR 13000 by exception for CODO and transfer students.
* **CHE 20500** requires a "**C**" grade or higher as a prerequisite to continue in the CHE course sequence
^ **CHE 42000 and CHE 45600** are offered only in the fall semester

DEGREE ENHANCEMENTS

While the curriculum set forth is challenging and provides a strong foundation in Chemical Engineering in preparation to be productive and a valued industrial contributor, many students pursue additional opportunities to integrate enhancements based on specified interests or career choice. Academic enrichments exist to gain alternative experiential and depth of knowledge in addition to, or as a substitute, to Co-Op and internship avenues.

Research

While research is not required for the degree, it is often elected by students to earn degree credit toward the Chemical Engineering and Engineering Selective requirements. Utilized as facet of education by bridging theory and application from coursework into simulation of real-world aspects working closely with a faculty mentor. The School of Chemical Engineering has options for *research and innovation* allowing students to capitalize on experience expanding their perspective, application into products and processes, while enhancing their oral and written reporting and communication skillsets in preparation for industry. These opportunities are highly recommended for those students seeking continued education of master's and PhD.

Chemical Engineering Research, Internal

Many of Davidson School of Chemical Engineering's 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.

- ***How to Register*:** The *ChE Research page* provides a process outline to assist with how to approach an opportunity in your area of interest. Additionally, gives step-by-step instruction to registering the research as a course as well as a link for the contract which must be uploaded for review. Upon approval, the registration process will be provided at that time.

Chemical Engineering Research, External-Related

Some Chemical Engineering students secure research with faculty through 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 into other fields, such as pharmaceuticals, foods, health, and more. The School of Chemical Engineering supports this notion and for our students to contribute elsewhere.

- ***How to Register*:** If a student wishes to have their external research experience credit apply toward their ChE degree as a CHE course, the student and external faculty must *fill out a contract form*. This includes the student providing detailed responses to questions seeking explanation of the research content in its relevance and integration to Chemical Engineering concepts. The contract, due the Friday of the first week of the research term, is reviewed by the Undergraduate Committee in the second week.

Concentrations

Students may demonstrate a "focus" in one, or more, of six offered *concentrations*. Each consists of 9.0-credits [12+ for ChE Data Science] and affords an alternative option to randomly selecting courses to satisfy the Chemical Engineering Selective and Engineering Selectives degree requirements. This allows pursuit of knowledge in a more specified area of interest potentially without adding coursework and is indicated on the transcript. [See Glossary and Forms page for document of all ChE Concentrations]

Certificates

There are some areas of study which are not offered as a major or minor [e.g., Pharmaceutical Manufacturing], so certificate tracks provide an opportunity to fulfill an academic interest. Certificates are a credential in a specific area or focus outside of the curriculum to gain knowledge to supplement one's degree.

Minors

Many departments campus-wide offer a minor providing knowledge of an area supplemental to the degree. Requirements for a minor are not as extensive as the major allowing for completion without extending graduation based on start of study. When the minor is successfully completed, as outlined by the offering department, it is displayed on the academic transcript. Not all minors are available to all students, but an official list of all active minors at Purdue is found on the catalog Undergraduate Minors page. ***Please note policies and requirement changes are determined by catalog term, so be aware of your catalog term as indicated in mPP.***

- Contact the department offering the minor for inquiries regarding requirement specifics
- The offering department of the minor is responsible for auditing satisfaction of requirements
- To add a minor, contact your assigned Academic Advisor, but ECE is the exception
  - ✓ **Electrical and Computer Engineering [ECE]** minor has a required *application process*

Study Abroad

Students who desire to pursue education with world-wide exposure, a study abroad program is the way to go! Studying within other cultures, meeting people, and enlightenment to new countries is an integral part of being a student and Purdue can nurture their expansion of learning through providing these experience opportunities.

The *Purdue Study Abroad* office is the first stop for *getting started* and the main resource throughout with assisting in preparation, processes, and the student's ambition to go abroad.

When on a study abroad program, the student is accountable with adhering to the academic policies of Purdue University and the Davidson School of Chemical Engineering, as well as the attending institution. You must sign a CHE SA agreement [see Glossary & Forms page] and submit to your Academic Advisor. The signing of this form confirms the student's awareness of outlined expectations, regulations, and resources, to ensure satisfactory progress and positive experience. There are two types of study abroad opportunities:

1. Short Term Programs

- Spring Break, Winter Breaks of 9-10 days long and faculty-led group programs
- Summer programs
  - ✓ May range from 1-4 weeks in length and usually faculty-led
  - ✓ Some are research based, not faculty-led, and longer in time [e.g., Hanover, Stuttgart (GER)]
- Credits earned may only apply toward these degree requirements:
  - ✓ **Technical Selective**, **General Education** and **General Education Upper-Level**
- Credits earned through School of Chemical Engineering and other engineering programs, even of higher level, *may not* apply toward the Chemical Engineering Selective or Engineering Selective requirements

2. Semester & Year-Long Programs

- Meet with the Purdue Study Abroad Office Liaison to review possible study programs, and to set up SA account and familiarize with all needs and processes to prepare for study abroad experience
- *ChE Programs* displays countries and institutions which CHE courses have been previously equated
- If a course of interest is not on our *list of institutions* and has not been previously evaluated, then:
  - ✓ **CHE courses:** email the SA Equivalency Form and course syllabus to ChE Study Abroad Liaison
  - ✓ **Non-CHE courses:** email the form and course syllabus to the appropriate Purdue department
    - **Email** the SA Course Equivalency Form signed by the other department to your ChE Advisor. They will then sign and return it via email for easy upload to your mySA account.
- Academic policies for CHE courses, prerequisites, and sequence remains intact as if at West Lafayette
  - ✓ If prior to study abroad the earned grade in CHE 21100 is less than the required "C-"minimum, you may only register CHE 21100 as a repeat without subsequent Chemical Engineering courses enrolled
  - ✓ Courses may not be enrolled out of prerequisite sequence
    - If CHE 21100 is the highest course completed, may not enroll CHE 37800 [CHE 37700 prereq]
- Sign and submit internal Chemical Engineering Undergraduate Office forms

COOPERATIVE EDUCATION [CO-OP]

The Co-Op program offers many benefits if you are seeking valuable professional development prior to their graduation. Depending on the program, you may gain 12-20 months of paid industrial-relevant experience with an approved and reputable company partner. As a transcript-recorded program, your registration for each work session allows you to maintain full-time student status. Upon completion of the ChE Co-Op Program, you will receive a certificate accompanying your Chemical Engineering degree. More information and resources can be found on our Chemical Engineering Cooperative Education Program *page*.

How to Secure an Offer

There are steps to follow in the process of being admitted and a recognized student participating in Cooperative Education through the School of Chemical Engineering and *Office of Professional Practice*.

1. **Co-Op Callout & Career Fairs**
   If you meet the academic qualifications, at the end of the fall semester you will be invited to apply to the program as well as attend the Co-Op Callout held early in the following spring semester (January). Other ways offer letters can be secured is participate in Purdue sponsored career fairs, or through your own efforts.
2. **You Received an Offer**
   Congratulations! When you have been officially provided an offer, or several, prior to accepting, contact the ChE Co-Op Coordinator, Dr. Gabriela Nagy [nagyg@purdue.edu] to discuss the offer. You will also need to submit the offer letter from the employer to Dr. Nagy for review and have documentation.
3. **Sign and Submit your Job Acceptance Form**
   It is required to complete this *form* and submit to the Co-Op Coordinator. If you are a ***FYE student***, you must also submit these documents to chemeundergrad@purdue.edu in addition to the Co-Op Coordinator.
4. **Submit the ChE Co-Op Student Responsibilities Form**
   It is required to submit this *form* to the Co-Op Coordinator to be officially be recognized in the program.
5. **Attend the Co-Op Orientation Session**
   This session is organized during the last week of classes in the spring semester. The coordinator will review expectations, and other information, and current Co-Op students will discuss their experiences.
6. **Register the Course Code**
   You will be advised to register the appropriate CHE experiential course code.

HONORS PROGRAMS

Students who have demonstrated a strong academic ability may opt to pursue and conduct honors-level thesis research within Chemical Engineering for the Research in Chemical Engineering concentration. This research is two semesters in length [Senior-year Fall/Spring], or, depending on the project, may be three semesters [Junior-year Spring and Senior full-year]. The student will write, submit, and defend a thesis for the Chemical Engineering Honors distinction.

Research in Chemical Engineering Concentration

The research is two semesters in length, typically Senior-year (fall/spring), or, depending on the project, may opt for three semesters in Junior-year (spring) and Senior-year (full-year). The student will write, submit, and defend a Thesis for completion and awarding of honors and will choose from *two track options*.

TRACK I

- CHE 41100, Research
- CHE 49800, Thesis I
- CHE 49900, Thesis II

TRACK II

- CHE 50000+ -level
- CHE 49800, Thesis I
- CHE 49900, Thesis II

- CHE 54000, *Transport Phenomena*, is highly recommended in preparation for graduate programs.

Honors College

When you were admitted into the Honors College, as a new incoming student, or after your first year at Purdue, you're assigned an Honors Advisor whom you will work with to navigate the honors curriculum. It is the mission of the Honors College to support and foster you as a well-rounded, well-educated global leaders.

The *curriculum* consists of 24.0-credits of honors-level work and a Thesis or project to earn the distinction. You must maintain their determined cumulative GPA with completion of all outlined requirements to graduate with honors. Additionally, you are required to meet and work with your Honors Advisor each semester to ensure the requirements and expectations are being met for progress and avoid losing any privileges.

All inquiries, planning, and application of courses and regulations as it pertains to your Honors Curriculum, should be presented with your assigned Honors Advisor.

Honors Credits Contract

For various reasons, many departments campus-wide do not provide honors-level courses identified with an "H" code. To assist students with the accumulation of such needed credits, the Honors College offers the option to contract courses at the honors-level. This contract is a signed agreement between the student and the course faculty, and approved by the Honors College, outlining a higher-level of work and expectations allowing the otherwise standard course to apply as honors credit. The contract is beneficial with hopes of affording course flexibility within a schedule, and, more importantly, a viable route for a student to expand curiosity and knowledge by exceeding the original offered course material in courses of student's interest.

To establish honors credit in a course, the Honors College [also see Glossary and Forms page] provides information about *contracting* as well as the contract form. To ensure fairness to all parties involved, the formwork must be completed and submitted within a rigid timeline of the registered course semester.

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 curriculum, student educational preparedness, and degree value.

Chemical Engineering Course Regulations

Chemical Engineering courses are ***required to be completed at Purdue-West Lafayette*** with exception for approved study abroad programs. Other course regulations to be aware of throughout your academic studies:

- **CHE 20500:** earning a "**C**" grade or higher is required for the subsequent major courses
- **CHE major courses [all others]:** students ***must*** earn a minimum "**C-** "grade or repeat until satisfied
- By adopting university policy, the school allows enrollment of a repeatable course up to ***three [3] times***
  - ✓ Enrollment is defined as the establishing of a letter grade ["A"– "F"] or course withdrawal ["W"]
  - ✓ If a CHE course is not successfully passed after the *third enrollment*, you will no longer be eligible to continue the pursuit of a degree in the School of Chemical Engineering
- **Pre- and co-requisites** for Chemical Engineering [CHE] courses are essential to ensuring your knowledge base prior or concurrently to enrolling a subsequent course for the best access to success.
- As noted, all Chemical Engineering [CHE] core courses, and all enrolled CHE courses, have a mandated minimum grade to satisfy the major requirement. If the minimum grade is not met, that CHE course must be ***repeated while forfeiting enrollment of all subsequent coursework*** for which the course is a prerequisite.
  - ✓ **Prerequisite:** Course[s] required to be satisfactorily completed ***prior*** to enrolling subsequent courses
  - ✓ **Corequisite:** Course[s] allowed concurrent [same semester] enrollment with other courses
- **CHM 37000:** CHE 21100 ["C- "or better] is a *prerequisite*
  - ✓ The School of Chemical Engineering policy supersedes the Department of Chemistry for eligibility
  - ✓ CHE 21100 and CHM 37000 *may not be taken concurrently or to seek an override*. **No exceptions!**

COURSE	PREREQUISITES	COREQUISITES
CHE 20000		
CHE 20500	ENGR [C-] Calculus I [C-] PHYS 17200 [C-]	CHM 11600 [C-]
CHE 21100	CHE 20500 [**C**] MA 26100 [C-]	
CHE 30000	CHE 20000 [C-]	
CHE 30600	CHE 21100 [C-]	
CHE 32000	CHE 20500 [**C**] MA 26100 [C-]	Math Selective I [C-] CHM 26100 [D-]
CHE 34800	CHE 21100 [C-]	Math Selective II [C-]
CHE 37700	CHE 21100 [C-]	Math Selective II [C-]
CHE 37800	CHE 21100 [C-] CHE 37700 [C-]	
CHE 40000	CHE 30000 [C-]	CHE 45600
CHE 42000	CHE 37700 [C-]	CHE 34800 [C-] CHE 37800 [C-]
CHE 43500	CHE 30600 [C-] CHE 32000 [C-] CHE 34800 [C-] CHE 37800 [C-]	
CHE 45000	CHE 30600 [C-] CHE 37800 [C-] CHE 42000 [C-] CHE 45600 [C-]	CHE 43500 [C-]
CHE 45600	CHE 37700 [C-]	CHE 34800 [C-] CHE 37800 [C-]

Credit Transfer to Purdue and Chemical Engineering

There are instances, in which a student may decide to enroll coursework through another institution. Please reference important information to processes and regulations concerning transfer credit.

Credit Transfer Eligibility and Process

It is encouraged to check the *Purdue Transfer Credit Database* to view how the course will transfer into Purdue as it must enter as an equated Purdue course code to satisfy the intended requirement. Eligibility is based on percentage of matched content, so ensure the course is taken at a *regionally accredited institution* and of college-level and is not remedial coursework.

- Courses may not be enrolled on a Pass/No Pass grade scale. ***No exceptions!***
- A "C-" or better must be earned at the attended institution to qualify for acceptance at Purdue University
- While there is a grade policy for transfer eligibility, the earned grade is not established onto your Purdue record and therefore does not calculate into your Purdue GPA. Only the earned credit transfers onto your record and applies accordingly, if eligible, indicated as "TR" on your Purdue academic record.

When the coursework is successfully completed the credit must be established at Purdue which is not an automatic process. You must initiate by contacting the institution you attended and request the transcript to be submitted to Purdue University via Electronic Transcript, Mail, or deliver in person per information *here*.

It is vital to check the *equivalency* of an intended course from the institution which you will be a guest student. It is strongly encouraged to also check with your Academic Advisor to be aware of any School of Chemical Engineering restrictions, policy, or eligibility matters regarding application of the course and credit.

1. Transfer of Courses for Chemical Engineering Major [by exception only]

The faculty requires students enroll all Chemical Engineering courses at Purdue University–West Lafayette. If an extenuating circumstance exists, you may appeal to enroll a CHE course at another institution, however, ***prior*** to enrollment you must submit a statement citing the circumstance and reason for not enrolling the course at Purdue-West Lafayette and a detailed syllabus for review. The Undergraduate Faculty Committee will review, determine a decision, and, if approved will provide an equivalency.

- See *Special Exception to Regulations* section.

2. Transfer of Courses for STEM Core Requirements

To be eligible for requirements in this core, courses *must* transfer as a direct Purdue course code. Failure to ensure a course is a direct equivalence results in the intended requirement as *not satisfied*

- EXAMPLE: If a math course transfers as MA 2XXXX, *Linear Algebra*, the course is insufficient in the necessary material, as determined by the Department of Mathematics. Thus, the course ***does not satisfy*** the Math Selective I requirement. However, if a "C- "or better was earned, the credit does transfer accruing toward total credits earned for the degree.

3. Transfer Courses for General Education Selectives

With more flexibility due to the variety of departments and subject matter vs. other areas, you *must* still ensure courses transfer aligning with the *outlined approved courses*. The process is more streamlined in meeting these requirements and established onto your myPurduePlan, if equated directly as a Purdue course. If you did not pre-check prior to taking the course and it is not a direct equivalence [e.g., HIST 1XXXX], submit the ChE General Education Exception Form to your Academic Advisor for evaluation.

4. University Upper-Level Credit Requirement

Purdue University requires all undergraduate students earn a minimum of 32.0-credits of upper-level work at Purdue-West Lafayette campus. Failure to meet this is a deficiency of satisfying a degree requirement resulting ineligibility for graduation clearance. While usually not an issue in Chemical Engineering, you should monitor this requirement when factoring potential transfer courses toward overall degree progress.

Special Courses

There are circumstances, processes, or regulations of which to be aware when pursuing any of these courses, as some are degree requirements while others are experiential opportunities to enhance the education portfolio:

No Credit Courses: *CHM 11100, MA 15900, and PHYS 14900*

Courses considered of remedial-level content so *do not apply credit* toward the degree.

CHE Laboratories: *CHE 34800, CHE 37700, CHE 37800 and CHE 43500*

CHE 34800/37700/37800 are fundamental lab courses unique to Davidson School of Chemical Engineering. ***No laboratory course may be registered after the first lab section*** due to team assignments.

CHE Seminars: *CHE 20000, CHE 30000, CHE 40000*

Required courses within the Major Core coinciding with classification. As of Fall 2019, each are 1.0-credit.

Research Projects: *CHE 41100, CHE 41200, CHE 49800, and CHE 49900*

Permission of instructor required. A maximum of 6.0-credits may apply toward a combination of Chemical Engineering Selective, Engineering Selective, *and/or* Technical Selective degree requirements.

CO-OP: *CHE 29199, CHE 29299, CHE 39399, CHE 39499, and CHE 39599*

Department permission required. For eligibility within the program and earning the certificate, the student is required to register the corresponding designated 0.0-credit course for any work session term. The provided course registration maintains official full-time student status with the University providing continuity with financial aid, scholarships, and other communications as if on-campus in classes.

CO-OP Seminars: *CHE 20100, CHE 30100, and CHE 40100*

When returning from a work session for a subsequent academic term, it is required to enroll the corresponding seminar course with program progress. The CHE 40100 course [3.0-cr] is the final seminar course applicable only for students *concluding the 5-term Co-Op Program* [3-term not eligible]. This course may apply toward the Engineering Selective requirement, but *not* the Chemical Engineering Selective.

Internship: *CHE 39699*

For domestic U.S. citizens, registration maintains full-time student status for official purposes while off-campus for a work experience during fall or spring terms. Non-U.S. citizens [Visa holders] are required to register for any term to comply with INS rules. The internship *must be approved* by the Director of Industrial Education and submit an electronic CPT application with the Office of International Student and Scholars [ISS].

Graduate Level

Courses successfully completed at the 500- or 600-level, but are not applying 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. The course instructor is required to file an authorization form 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.

Pass/No-Pass Grade Mode

This grade mode provides an opportunity to broaden your educational experience of advanced courses or exploring other areas with minimal concern of grade impact on the GPA, but course obligations and expectations of the material is the same. Adjustment may be done within the *modification timeline*, but consider:

- Applies ***only*** toward General Education Selective requirements, including University Core courses
- Considering graduate or professional school? This is ***not recommended*** by most program admissions.
- **Pass ["P"]:** recorded for earning the equivalent of an A+, A, A-, B+, B, B-, C+, C, or C- grade
- **No Pass ["NP"]:** recorded for "D+" or lower grade, does not satisfy requirement, 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 a course, or not meeting the course grade requirement. However, be aware of these policies which apply:

- **Maximum Enrollment of a Course Policy**
  - ✓ University policy allows any repeatable course a *maximum of three [3] enrollments*
  - ✓ Enrollment is defined as establishing on record a letter grade ["A"- "F"] or course withdrawal ["W"]
  - ✓ If a CHE course is enrolled three times without successfully meeting the grade requirement, then you are no longer eligible to pursue a degree in Chemical Engineering
- If a course is repeated at Purdue, the previous grade is automatically *excluded* ["E" on transcript] from calculation of the overall GPA with the most recent grade utilized for the GPA ["I" indicator on transcript]
  - ✓ University regulation dictates the most recent grade *always* replaces the previous grade with no consideration if higher or lower than the previous grade. You should discuss retakes with your Advisor.
- If an approved course is successfully completed at another institution, the transfer credit [displayed as "TR"] will satisfy the degree requirement but *does not replace the original grade for GPA calculation purposes*
  - ✓ **mPP statement:** "*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.*"
- You may only register a repeated course in the same grade mode as the previous enrollment. If the course was initially enrolled for a letter grade, then the retake *MUST* also be for a letter grade and vice versa.
- If repeating a course solely for grade improvement, it is advised to calculate 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* or *College of Science* or *School of Business*

SPECIAL EXCEPTIONS to REGULATIONS

The prerequisite, co-requisite courses and sequencing, as well as all degree requirements, have been carefully developed to ensure building a foundation of material for success in coursework advancement ensuring our graduates receive a comprehensive and well-recognized degree. In addition to faculty, some degree requirements are established following outcome expectations as set forth by *ABET*, the accrediting organization. However, undue hardship may occur if rules are strictly enforced without regard for unique individual circumstances. While a process is in place for request, it is *not guaranteed* an exception to Davidson regulations will be authorized.

Thus, the Undergraduate Committee has the authority to review and approve exceptions on an individual basis when petitioned by the student. Exceptions are made by weighing the degree of hardship caused by adhering to the established policy versus the educational deficiencies involved in allowing the exception. Those requested merely for convenience are not granted. To exercise the right to petition, the following steps are set forth:

1. Discuss the need for an exception with your Academic Advisor to ensure it warranted
2. Write a professionally formatted and detailed letter of request addressed to the committee, explaining the hardship caused should the exception not be granted and how to make up for any material deficiencies
3. Submit the letter to the Associate Director of Undergraduate Studies [email or drop off in FRNY G041]
4. Students have the right to attend the Undergraduate Committee meeting to present their case in support of their petition, if deemed necessary, or if the petitioning individual is unable to be present at the meeting the Associate Director of Undergraduate Studies will present on the student's behalf
5. ***Approval is not guaranteed***

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* 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*, 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*
- *Student Safety and Well-Being*
- *Student Legal Services*
- *Academic Probation*
- *Students Rights and Responsibilities*
- *Academic Integrity*

University Policy Office

This office is the *definitive source* for the most current Purdue system-wide policies, and those duplicated on other sites or in print may not be the most current version. 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 non-academic *Student Policies*.

Office of the Registrar

The official university record-keeping office and offers many 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* with more necessities for assisting students.

Student Regulations

Previously "*University Regulations*", now *Student Regulations*, provides information to all students on structure, policy, regulations, and procedures of the University which governs the 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 lifelong learning by providing nationally recognized, student-centered college success *initiatives and services*. The various interconnected programs assist progressive stages of development and have as goals: increased rate of **degree completion**; future **employment** or study; **dedicated citizenship**; and responsible **leadership**. The *Disability Resource Center* and *Veterans Success Center* are also housed here.

Center for Career Opportunities

Informing and assisting students and alums alike using transformative services, innovative technologies, and connecting with industry and professional opportunities around the United States and the world. Visit the *CCO web site* to set up an account; access career fairs, internship and career postings; resume' submission; and more.

GLOSSARY and FORMS

Purdue Acronyms

CHE	Chemical Engineering course code
CODO	Change of Degree Objective
FYE	First Year Engineering
mPP	myPurduePlan
"NP"	No Pass indication when a "C-" or lower is earned on the Pass/No Pass Grade Mode
"P"	Pass indication when a "C-" or better is earned on the Pass/No Pass Grade Mode
T2M	Transition to Major
TR	Transfer credit indicator when credit established by AP/IB or another institution
UCC	University Core Curriculum

Purdue Offices

ASC	Academic Success Center
CCO	Center for Career Opportunities
DRC	Disability Resource 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]
BURSAR	Handles billing, payment receipt, refunds and scholarship payments
VSC	Veterans Success Center

Honors College Contract Form

Chemical Engineering Forms