

The School of Engineering offers Shared Credit Undergraduate/Graduate Degree Programs designed to allow students head start in completing the MS by earning credits while still completing the BS. To accomplish this, some courses are counted towards both the Bachelor's and Master's degrees. Admission to the graduate portion of this program is provisional and is not finalized until the student satisfactorily completes the requirements for the BS degree.

General Information for Electrical and Computer Engineering programs

- For the BS/MS Shared Credit in either ECE program, students are able to share up to 6 credit hours and may choose either a Thesis Pathway (MS Plan I) or a Coursework Only Pathway (MS Plan III).
- Shared credit courses are only possible after being accepted into the program. Shared credit cannot be retroactively applied.
- Application deadlines: July 1st and December 1st for subsequent Fall and Spring semesters respectively.
- **Computer Engineering** students would choose 2 out of the following 3 courses to be shared between their BS and MS: ECE 437, 440, and a 400-level elective.
- **Electrical Engineering** students would use their two 400-level ECE electives as shared.
- The UNM catalog will denote 400 level courses applicable for graduate credit via a single asterisk (for example, ECE *437). For any 400-level courses with a 500-level cross-listing, students must register for the 500-level version.
- ECE students are encouraged to apply during their junior year in the curriculum. In other words, at least 15 hours of upper division courses should be completed or be in-progress.
- Though applying to the program during senior year and prior to their final semester is possible, students should be aware that applying later than recommended may result in fewer shared credit hours and course registration delays.
- Once accepted to the Shared Credit Program, the student will complete all remaining undergraduate requirements with the chosen shared credit hours applying towards both BS and MS degrees.
- A grade of "B" or better must be obtained in the shared credit courses for them to be shared toward the graduate degree. A "C" would only be applicable to the undergraduate degree.
- **Students must still apply to the MS Program sometime during their last year as an undergraduate.** Shared Credit and MS applications are two separate things. Shared Credit students benefit from a simpler MS application process, GRE waiver, and their fee will be reimbursed during their first graduate semester.
- Should an accepted Shared Credit student decide to not continue with the MS at any point, the shared credit courses still fulfill the undergraduate requirements. There are no additional steps to discontinue with the Shared Credit/MS programs other than not enrolling in further MS classes and/or not applying for the graduate program.

Registering for 500 Level Courses

To obtain permission to enroll in the course, the student must process Level Restriction form. Students will indicate that the course is being taken for shared credit and the courses will be denoted as being taken by an undergraduate (UG) for undergraduate credit. Only two signatures are required for shared credit courses: the instructor's and an ECE advisor's. Office of Graduate Studies' signature is not required. Forms can be found at registrar.unm.edu, under student forms.

Time Limit to Utilize Shared Credit

Shared credit hours counting towards the MS have an expiration date of 2 calendar years after the semester ECE 420 was completed. If all MS requirements are not completed by this deadline, the student will no longer be able to count those shared credits towards the MS degree but they are able to continue and would need to make up the deficit.

Advising

Each student is required to select an MS advisor to apply for admission to the Shared Credit Program. It is strongly recommended that this faculty advisor also serve as the BS faculty advisor. Visit the ECE graduate website for a list of emphasis areas and associated faculty.

ECE 551

A maximum of 3 credit hours of ECE 551 coursework is allowed.

ECE 400 level courses

400 level courses with a single asterisk are permitted to count as shared credit (see UNM Course Catalog for listing and legend). **A maximum of 6 hours of 400 level courses are allowed for shared credit.**

Graduate Credits Allowed Prior to Official MS Start

At least 50% of required coursework must be completed after admission to the graduate program. Shared Credit students may take additional courses for graduate credit beyond the shared courses while still in the BS but should be careful to adhere to the 50% coursework limit.

Note: Shared credit cannot be retroactively applied. You must apply and be accepted to the Shared Credit Program prior to taking courses that apply as shared credit.

Students are responsible for reading University policies. The most common information has been provided for your convenience. Additional policy and program information can be found at:

catalog.unm.edu grad.unm.edu registrar.unm.edu ece.unm.edu

Admission criteria

1. Students pursuing BS to MS program within the same discipline (. i.e. BSEE to MSEE) whose degree GPA (major specific, not cumulative) is 3.5 or better will only need to complete the application and proposed plan of study.
2. Students pursuing BS to MS program within the same discipline whose degree GPA (major specific, not cumulative) falls between 3.0 and 3.49 are required to provide:
 - i. Application and proposed plan of study
 - ii. At least 2 letters of recommendation from faculty
 - iii. A personal statement indicating reasons for interest and suitability for shared credit program.
3. Students pursuing a BS to MS in different disciplines (for example, ME to EE) MUST have a degree GPA (major specific, not cumulative) of at least 3.5 and are required to provide:
 - i. Application and proposed plan of study
 - ii. At least 2 letters of recommendation from faculty advisors.
 - iii. Personal statement indicating reasons for interest and suitability for shared credit program.

Letters of recommendation should be addressed to *Shared Credit Admission Committee*. Letters should be placed in a sealed envelope with faculty signature over the seal. Faculty may also provide those letters directly to the undergraduate or graduate advisor in person, or may email them directly to eceadvise@unm.edu.

Application Process

1. Read Shared Credit Shared Credit Program requirements and information sheet along with UNM catalog, the ECE graduate page, and any other relevant sources.
2. Ensure you have completed or a in-progress to complete at least 15 hours of upper division courses.
3. Talk with a faculty advisor in your MS emphasis area about your interests in the graduate program.
4. If the program is the right fit for you, work with the faculty advisor to complete the Plan of Study and have them sign your application.
 - a. If needed, attach personal statement to your application and request letters of recommendation from at least two faculty. You should request the letters with ample time.
5. Submit the completed application to your undergraduate advisor. Incomplete applications will not be accepted. **DEADLINE: July 1 for Fall and December 1 for Spring**

Admission decisions are made a few weeks prior to the upcoming semester (January or August, depending on the semester that the student applies). Applications for Shared Credit must be approved prior to beginning ANY courses that will apply in both BS and MS programs.