**Department of Mechanical and Aerospace Engineering**

Degree application procedures

* Applicant interested in earning an academic degree in Master of Science in Mechanical/Astronautical Engineering, and or a Master of Science in Engineering Science (Mechanical/Astronautical Engineering) Degree while enrolled in Combat Systems Science and Technology (Curriculum 533), and Undersea Warfare Curriculum (525) must have completed academic work equivalent to the requirements of the Mechanical and Aerospace Engineering (MAE) department for the Bachelor of Science degree in Mechanical and or Astronutical Engineering.
* Candidates who have not majored in Mechanical/Astronautical engineering, or who have experienced significant lapse in continuity with previous academic work, will initially take undergraduate courses in mechanical engineering and mathematics to fulfill theses requirements in preparation for their graduate program.

**To apply:**

* Complete the Degree Approval Form
* Download and complete the Bachelor of Science Degree Equivalence checklist\*
* Provide a proposed matrix leading to the master of science degree
* Check with the Academic Associate (AA) regarding questions to the BSME/AE checklist
* Submit application package to MAE program Office in Wa-115.

\*undergraduate transcripts are required upon submission.

Mandatory requirements for students accepted:

* Full participation in the MSME/MSAE Graduating Student Exit Survey
* Thesis Presentation
* Course change(s) in the BS and MS\* checklist after acceptance
* Exit interview with Department Chair.

\*The completion of the MSME checklist is due two months before graduation and or can be submitted at the time of degree approval request.

**Academic Associates:**

Mechanical Engineering - Prof. Joshua Gordis - jgordis@nps.edu, - Wa-313

Space Systems Engineering - CAPT Al Scott, USN (ret) - scott@nps.edu - Ha-254

Do not include this page when submitting your request.

For more information and MAE forms click [here](http://www.nps.edu/Academics/GSEAS/MAE/Students.asp)

24 November 2014

**MEMORANDUM**

From:

To: Mechanical and Aerospace Engineering Department, Chair

, Chair

Via: (1)      , Academic Associate,

 (2)      , Program Officer,

 (3)      , Academic Associate, MAE

 (4)      , Program Officer, MAE

Subj: **DEGREE** **APPROVAL**

Encl: (1)

 (2) Proposed matrix

1. I request degree approval for the  Engineering Degree Program. I understand that in addition to successfully completing this course work, I must meet NPS degree requirements and complete an acceptable thesis.
2. I will submit the Thesis Proposal: Agreement and Approval form separately on/or before my first thesis research slot.
3. Enclosure (2) is my proposed course of study leading to a **Master of Science degree** in  **with a concentration in** . I am scheduled to graduate  .

4. I understand that by choosing a degree from the Mechanical and Aerospace Engineering Department I will be required to conduct a thesis presentations which includes both  and MAE representation, and provide sets of graduation paperwork to the  and MAE Program Offices.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***APPROVED BY***:

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Academic Associate, USW/Combat Systems Date Academic Associate, MAE Date

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Program Officer, USW/Combat Systems Date Program Officer, MAE Date

***FINAL APPROVAL***

The enclosed course matrix satisfies the requirement of the degree requested. Upon successful completion of this course work and an acceptable thesis, you will have met the degree requirements.

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MAE, Chair Date USW Academic Committee and/or Combat Systems, Chair

**Modified Nov 2014 (ver. 2)**