Application for Rensselaer Co-Terminal
BS/MS or ME Program

Application Process

It is the student's responsibility to make sure that all required signatures are obtained and all paperwork is completed and delivered to OGE <u>no later than </u>the end of the 1st semester of the senior year.

1. Complete this application and determine which additional application materials are required by your program of interest (eg. test scores, recommendations, etc.)
2. Obtain the signed endorsement of your undergraduate academic advisor. **Your advisor must verify your current number of accumulated credits and current cumulative GPA and sign the application in the space provided.** Endorsement from your graduate advisor is also needed in the space provided.
3. Present your application and additional required application materials to your department of interest. Have the application signed by the **Graduate Program Director (GPD) or Department Head** of the program you are applying to. If written justification is needed for your admission, please have the GPD include it in a separate memo and include with this application.
4. Submit this completed application **along with your CAPP report, approved Graduate Plan of Study, and Program Planner** to the Office of Graduate Education (OGE - located at *1516 Peoples Avenue*) for the Dean of Graduate Education's approval.
5. The Office of Graduate Education will forward approved applications to Graduate Admissions for processing.
6. Admitted students will receive admission notification via the mail from the Graduate Admissions Office.
7. Students will be required to participate in OGE's Academic Orientation near their admitted start term (i.e., August for students admitted in the Fall; January for Spring admitted students).

Requirements for Application

- Students should first check with the department they are applying to for additional requirements and application procedures.
- Completion of 90 credits (including AP credits, transfer credits and courses in progress) of coursework towards the undergraduate degree (101 credits for B.Arch students).
- Overall GPA of 3.0 or above (individual programs may have higher GPA requirements).
- Co-terminal applications must be submitted to OGE before the end of an applicant's first semester of his/her senior year.
- An approved MS/ME Plan of Study must accompany this application.

* Your Co-Terminal start term will be the semester following your application date <u>and </u>at least one term prior to your Normal BS Graduation Date. For example, if you would normally graduate in May 2014, your Co-Terminal start term may be Fall 2013 or Spring 2014. It cannot be Summer or Fall 2014.

☐ **Check if you plan to include courses as a part of the International Scholars Program (ISP). Be sure to check http://www.ewp.rpi.edu/isp/index.html for logistics and travel fees**.

SECTION I:

PROGRAM of INTEREST _____ **Degree** _____
        Electrical Engineering, Biology, Computer Science, etc.   MS or ME

Intended areas of research or specialization, if any (example: astrophysics, bioinformatics, nanotechnology, etc.):_____

PERSONAL DATA

Mr./Ms._____ _____ _____ _____   **RIN: 66_ _ _ _ _ _ _**
   (Last Name/Surname) (First/Given) (Middle Jr., II, etc.) (Former/Other Names)

Permanent address

_____
(Number and Street or P.O. Box, Rural Route or Apt. No.)

_____
(City State/Province Zip/Postal Code Country)

Home phone ( ) _____ Work ( ) _____ Fax ( ) _____
              Area Code or Country/City Code   Area Code or Country/City Code   Area Code or Country/City Code

Current mailing address

_____
(Number and Street or P.O. Box, Rural Route or Apt. No.)

_____
(City State/Province Zip/Postal Code Country)

Current phone ( ) _____ Current work ( ) _____
              Area Code or Country/City Code   Area Code or Country/City Code

Until what date may we reach you at the current address? _____

E-mail address _____ Country of birth _____ Date of birth _____

Citizenship

☐ United States Citizen
☐ Permanent Resident of U.S. Green Card # _____
☐ Citizen of _____ Native Language _____
Please indicate the type of visa you have: ☐F-1 ☐J-1 Other (please specify) _____ Visa expiration date
_____/_____/____

SECTION II: ACADEMIC INFORMATION

Name of Institution Attended. List all universities you have attended, regardless of whether or not a degree
was completed. Grade point averages (GPA) must be provided. Incomplete or falsified transcript or GPA information
may result in denial of admission.

1. <u>Rensselaer Polytechnic Institute</u> _____ _____ _____ GPA _____
    Institution Name   **Normal BS Graduation Date**   Major   Degree

2._____ _____ _____ _____ GPA_____
    Institution Name   Dates of Attendance   Major   Degree

If you answer "yes" to either of the following statements, please attach a separate statement.

Have you ever been expelled or suspended from a post-secondary institution? ☐Yes ☐No

Have you ever been convicted of a felony? ☐Yes ☐No

SECTION III: CERTIFICATION

I hereby certify that the information given by me on this application is complete and accurate in every respect, and the information I have submitted as an applicant for admission is my own work. I understand and agree that any misrepresentation may be cause for denial or revocation of admission or subsequent dismissal from Rensselaer. Furthermore, I understand that credits applied to the BS degree cannot be used toward the MS/ME degree. I also understand that speaking with a Financial Aid counselor during the application process is highly recommended to determine financial aid eligibility, if any.

SIGNATURE OF APPLICANT _____Date _____

We recommend _____for admission to the Co-terminal BS/MS or ME
<div align="center">Name of Student</div>
Program, and verify that the student has accumulated _____ credit hours (including AP credits, transfer credits and courses in progress) for the BS degree; that no credits used for the BS degree can or will be used toward the MS/ME degree; and the student's current cumulative GPA is _____.

ENDORSEMENT OF UNDERGRADUATE ACADEMIC ADVISOR:

_____

Print Name: _____ Date_____

Please provide the following information:

Number of Semesters remaining in undergraduate program: _____

List of Courses on UG CAPP Report being applied to MS/ME Degree:

_____	____	_____	____
Course Number and Title	Credits	Course Number and Title	Credits
_____	____	_____	____
Course Number and Title	Credits	Course Number and Title	Credits
_____	____	_____	____
Course Number and Title	Credits	Course Number and Title	Credits

Approved **Plan of Study, CAPP Report, <u>and</u> Program Planner** must accompany this application.

ENDORSEMENT OF GRADUATE ADVISOR:

_____

Print Name: _____ Date_____

ENDORSEMENT OF GRADUATE PROGRAM DIRECTOR/DEPARTMENT HEAD:

_____

Print Name: _____ Date_____

APPROVAL OF DEAN OF GRADUATE EDUCATION:

_____   Start Term_____

Print Name: _____   Date_____

Co-Terminal Applicant Fourth and Fifth Year Planner

Name:_____ RIN:_____ Date:_____

Department:_____ Advisor:_____

FOURTH YEAR

FALL SEMESTER

Undergraduate (UG) or Graduate (G)*	Course Subject/Number	Course Name	Credit Hours

UG Credits: _____   Grad Credits: _____   TOTAL CREDITS: _____

SPRING SEMESTER

Undergraduate (UG) or Graduate (G)*	Course Subject/Number	Course Name	Credit Hours

UG Credits: _____   Grad Credits: _____   TOTAL CREDITS: _____

FIFTH YEAR

FALL SEMESTER

Undergraduate (UG) or Graduate (G)*	Course Subject/Number	Course Name	Credit Hours

UG Credits: _____   Grad Credits: _____   TOTAL CREDITS: _____

SPRING SEMESTER

Undergraduate (UG) or Graduate (G)*	Course Subject/Number	Course Name	Credit Hours

UG Credits: _____   Grad Credits: _____   TOTAL CREDITS: _____