**Program Planning Worksheet**

**Area:** Mechanical Engineering (2014 Calendar Year)*  
**Degree:** Bachelor of Engineering  
**Faculty:** Engineering

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Notes</th>
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<tbody>
<tr>
<td>✓ First Year</td>
<td></td>
<td>✓ Third Year</td>
<td></td>
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<tr>
<td><strong>Term 1A – Fall</strong></td>
<td></td>
<td><strong>Term 3A – Spring</strong></td>
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<tr>
<td>CSC 111</td>
<td>F, Sp</td>
<td>1.5</td>
<td></td>
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<tr>
<td>ENGR 110</td>
<td>F</td>
<td>2.5</td>
<td></td>
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<tr>
<td>ENGR 130</td>
<td>F, Sp</td>
<td>0.5</td>
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<tr>
<td>MATH 100</td>
<td>F, Sp, Su</td>
<td>1.5</td>
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<tr>
<td>MATH 110</td>
<td>F</td>
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<tr>
<td>PHYS 110</td>
<td>F, Sp</td>
<td>1.5</td>
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<tr>
<td>CHEM 150</td>
<td>Sp</td>
<td>1.5</td>
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**Term 1B – Spring**  

**Work Term – Summer**

**Term 2A – Fall**

**Term 2B – Summer**

**Work Term – Spring**

**Term 3B – Fall**

**Term 4A – Summer**

**Term 4B – Spring**

**Work Term – Summer**

**Work Term – Fall**

*Please refer to the University of Victoria Academic Calendar 2014-2015 for complete lists of course selections. Although every attempt has been made to ensure that the information on this worksheet is accurate, in the case of any discrepancy the Academic Calendar must be considered the definitive authority.

**IMPORTANT:** Please ensure that you have read the “How to Use the Program Planning Worksheets” information page.
Year One:

- **Standing**: You are considered to be a first-year student until you have accumulated 12 units of relevant coursework.
- **Registration Notes**: For courses with a lab and/or tutorial section, you must register for all components. Check the course descriptions for all courses you plan to take this year to make sure you register for any required labs and/or tutorials.
- **Additional Resources**: Other information for first-year students can be found on the Engineering website: [http://www.uvic.ca/engineering/](http://www.uvic.ca/engineering/).
- **Prerequisites**: Refer to the course descriptions in the Academic Calendar to ensure that you have the required prerequisite courses and that you are taking the appropriate prerequisites this year for courses you take in Year Two.
- **Declaring a Program**: Students are admitted into BEng and BSEng degree programs on a competitive basis and based on the GPA over a minimum of 12 units of the specified first year courses and personal preference. In the spring of first year Engineering (BEng) or Software Engineering (BSEng), you must declare or re-declare the program area you wish to pursue. During spring term, first year students receive an email from the Engineering Undergraduate Office directing them to the program declaration website for program ranking. You will need to complete program rankings before April 30th of first year.
- **Academic Writing Requirement (AWR)**: To ensure that you have an opportunity to develop the advanced literacy skills expected at the university level, all undergraduate students enrolled in a degree program are required to complete a 1.5 unit AWR-designated course. ENGR 110 is AWR-designated and a program requirement. During the first week of class a diagnostic will be administered to assess pre-requisite skills. If you do not pass the threshold, the instructor will provide feedback for an appropriate introductory skills building course (ENGL 101 or ENGL 099).

Year Two:

- **Standing**: You are considered to be a second-year student when you have been admitted to your program.
- **Registration Notes**: For courses with a lab and/or tutorial section, you must register for all components. Check the course descriptions for all courses you plan to take this year to make sure you register for any required labs and/or tutorials.
- **Prerequisites**: Refer to the course descriptions in the Academic Calendar to ensure that you are taking appropriate prerequisites this year for courses you plan to take in Year Three.

* Once your program is declared, you can review your program requirements in your degree audit (CAPP report) through your “My Page”.

* Courses are offered: F – Fall, Sp – Spring, Su – Summer

**Student Responsibility**: You are responsible for the completeness and accuracy of your registration and for determining the requirements of your program at UVIC. Attend and submit work only for those courses in which you are registered. Always read course descriptions before you register to determine if you have the necessary prerequisites, and pay attention to notes on mutually-exclusive and cross-listed courses (pairs of courses in which credit will be awarded for only one).

**Year Three:**

- **Registration Notes**: For courses with a lab and/or tutorial section, you must register for all components. Check the course descriptions for all courses you plan to take this year to make sure you register for any required labs and/or tutorials.
- **Prerequisites**: Refer to the course descriptions in the Academic Calendar to ensure that you are taking appropriate prerequisites for courses you plan to take in Year Four.
- **Complementary Studies**: The principal subject matter must deal with central issues, methodologies and thought processes of the humanities and social sciences. For a list of approved complementary studies elective courses, please visit our website: [www.uvic.ca/engineering/assets/docs/](http://www.uvic.ca/engineering/assets/docs/)

**Year Four:**

- **Registration Notes**: For courses with a lab and/or tutorial section, you must register for all components. Check the course descriptions for all courses you plan to take this year to make sure you register for any required labs and/or tutorials.
- **Applying for Graduation**: In your last year of study, if you finish your courses and co-op work terms between September and April, you must submit an application for graduation to Records Services by December 01 for the following June convocation. If you finish your courses and co-op work terms between May and August, you must submit the application for graduation by July 01 for the following November convocation. If your degree requirements are complete, but you have not yet graduated, you may request a Degree Completion Letter from the Registrar’s Office.
- **Graduation Requirements**: Students must meet the normal University “Minimum Degree Requirements for Graduation” as published in the Undergraduate Calendar, including a graduating average of at least 2.0, as well as:
  1. Successful completion of the full set of courses specified for the degree program as published in the Faculty of Engineering section of the calendar.
  2. Successful completion of four work terms (as defined by the student’s registered program) as specified.

The Iron Ring ceremony is not a function of the undergraduate graduation process. You must formally apply to graduate through Undergraduate Records. If you wish to participate in an Iron Ring ceremony you must indicate that separately through the Engineering Students Society: [http://ess.uvic.ca](http://ess.uvic.ca).

June 2014