

**Checklist for SHARED CREDIT PROGRAM Application Packet  
for current ME undergraduate students**

- I have enclosed a completely filled-out **Shared Credit Program Application**
- I have enclosed a most-recent and filled-out **Mechanical Engineering Checklist**
- I have enclosed a most-recent and filled-out **LoboTrax Degree Audit**
- I have completely filled out the **MS Degree Worksheet**
- I have included a recommendation letter (if my current GPA falls between 3.00 and 3.50)
- I have included an essay or personal statement (if my current GPA falls between 3.00 and 3.50)
- I have coordinated with my graduate Faculty Advisor on filling out the MS Degree Worksheet before listing their name on the application

Answer the following:

MSME Degree Plan (circle one):                  Plan I                  PlanII                  PlanIII

Student Name (first, middle initial and last): \_\_\_\_\_

By signing below, I attest that I have (to the best of my knowledge and ability) filled out this application packet correctly and completely

Student Signature and Date: \_\_\_\_\_

Signature

Date

## BSME/MSME Shared Credit Program - M.S. Degree Worksheet

Your name: \_\_\_\_\_

Today's date: \_\_\_\_\_

For MSME course requirement, consult the [ME Graduate Program webpage](#).

List shared-credit graduate courses (up to four, used as the BSME electives):

Semester/Year	Course number	Course title	Graduate core course (check if yes)?

List other graduate courses you plan to take:

Semester/Year	Course number	Course title	Graduate core course (check if yes)?
	ME591	Graduate Seminars (0 credit hour)	--
	ME592	Graduate Seminars (1 credit hour)	--
	ME599	Master Thesis (3) – for Plan I only	--
	ME599	Master Thesis (3) – for Plan I only	--
	ME559	Design Project (3) – for Plan II only	--

Comments (if any):



**Shared Credit Program Application**  
Application due dates are November and April

Name: \_\_\_\_\_ Date: \_\_\_\_\_

UNM ID#: \_\_\_\_\_ Proposed BS graduation semester/year: \_\_\_\_\_

BS Degree Program: \_\_\_\_\_ Proposed MS Degree & Concentration: \_\_\_\_\_

Degree GPA (including UNM core) after 4<sup>th</sup> semester, based on best attempt: \_\_\_\_\_

Degree GPA after 5<sup>th</sup> semester (filled in by department advisor): \_\_\_\_\_

Name of faculty advisor who will supervise your MS degree work: \_\_\_\_\_

Are you planning one of the already-published shared degree programs? ( check one) yes \_\_\_ no \_\_\_

If so which one? \_\_\_\_\_

**\*\*\*\*\*Required attachments for all applicants\*\*\*\*\***

(Obtain these from the advisor(s) in your department(s) and have them help you fill these out.)

1. Copy of the BS curriculum checklist that your department uses with the shared courses indicated.
2. Attach a copy of the Masters worksheet used by your department indicating your proposed program of study, and indicating the shared courses.

**If your degree GPA is 3.5 or higher and you are pursuing an MS in the same field as your BS, no further information is required.**

**Further required attachments for students with degree GPA between 3.0 and 3.5 pursuing an MS in same field as your BS; or, for all students, regardless of GPA, pursuing interdisciplinary BS/MS programs:**

3. Letter of reference from faculty member in student’s undergraduate department.
4. Confidential recommendation from undergrad staff advisor from student’s department.
5. Personal statement from student indicating reasons for interest and suitability for shared credit program.

**For students pursuing an interdisciplinary program only:**

6. If planning an interdisciplinary degree, what undergraduate pre-requisite courses will you be required to take for your proposed graduate program? (This information will come from consulting with the grad advising staff in the department of the proposed MS degree.)



**School of Engineering official use ONLY:**

**Approvals:**

**BS Program Faculty Director**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:

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**MS Program Faculty Director**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:

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**Associate Dean for Academic Affairs** (For non-standard, interdisciplinary, or other programs not published on SoE or departmental websites only)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:

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