

Engineering Matriculation FAQs

What is matriculation? Matriculation is the formal process of applying for admission to an engineering major after completing all required foundation courses. Once approved, matriculation allows students to enroll in **3000-level engineering courses** and continue progressing in their degree program.

Students must complete all foundation courses with a grade of **C or better**, maintain a **minimum GPA of 2.5**, and submit their **matriculation application during the semester in which they complete their foundation coursework**. Foundation courses are identified with an asterisk (*) on the program flowcharts. Matriculation is required before engineering students may enroll in **3000-level engineering courses**.

When is the best time to apply for matriculation? There is no official matriculation deadline. However, students are encouraged to apply **in late September or October** before spring registration begins, or **in mid-February or March** before fall registration. Applying during these timeframes helps ensure matriculation is processed before registration for upper-division engineering courses.

How do students apply for matriculation?

1. **Schedule an advising appointment** with your academic advisor either in person or video to complete the Matriculation Application. If you attend an in-person appointment, please bring a laptop. You do not need to complete the application beforehand, as it will be completed during the appointment using Adobe DocuSign.
2. **Develop a graduation plan.** During the appointment, you and your advisor will create a complete graduation plan in Wolverine Track if one has not already been established.
3. **Advisor review and signature.** After the application is completed, your advisor will review and sign the form before forwarding it to your assigned faculty mentor.
4. **Meet with your faculty mentor.** Your faculty mentor will review your matriculation application and approve your graduation plan.
5. **Mentor approval.** Once the mentor signs the application, it is forwarded to the Engineering Program Coordinator for review and approval.
6. **Department Chair approval.** The application is then routed to the Department Chair for final review and signature.
7. **Student record update.** After all approvals have been obtained, the application is returned to the academic advisor, who updates the student's record with the matriculation attribute.
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9. **Register for upper-division courses.** After receiving the approval notification, students may register for **3000-level engineering courses**.

How long should the advising appointment be?

The recommended appointment length depends on whether the student has an up-to-date graduation plan:

- **45-60 minutes** if the student **does not have a current graduation plan** and needs to create or update one during the appointment.
- **30 minutes** if the student **already has an updated graduation plan** on file.