



The University of Texas at Austin

Aerospace Engineering and Engineering Mechanics

Cockrell School of Engineering

Engineering Mechanics 2026-2027 Graduate Program Handbook

Master of Science in Engineering
Doctor of Philosophy

Graduate Program Advisor

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Areas of Study

Graduate study and facilities for research are offered in the areas of theoretical mechanics and applied mathematics, dynamics, computational mechanics, experimental fluid mechanics, computational fluid dynamics, finite element methods, boundary element methods, experimental mechanics, solid and structural mechanics, and structural dynamics. The extensive facilities of Information Technology Services and related hardware for interactive computer graphics and real-time control of experiments are available to graduate students for research use. For experimental research, the Department of Aerospace Engineering and Engineering Mechanics maintains laboratory facilities on the main campus and at the J. J. Pickle Research Campus. These facilities include equipment for studies in high-velocity impact, structural dynamics, and materials science. A well-equipped machine shop is partially supported by the department, and technical assistance is available when required.

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About the Program

Department Chair

The chair of the Department, Clint Dawson, is appointed by the Dean of the Cockrell School of Engineering and sets policies on a variety of academic and research issues and administers the department's budget.

Graduate Program Advisor

The graduate program advisor is Rui Huang (EM) is appointed by the faculty and are responsible for the graduate programs in the department, advising graduate students who intend to obtain a degree in our programs. The graduate program advisor is also the chair of the Graduate Studies Committee (GSC) for the EM program.

EM Graduate Studies Committee (GSC)

The GSC consists of all members of faculty who are eligible to solely supervise students. All dissertation committees must include at least three of these members. See the catalog for the current list of members here: <https://catalog.utexas.edu/graduate/areas-of-study/engineering/engineering-mechanics>

Bui-Thanh, Tan	Hughes, Thomas	Peterson, Luke
Burnett, Ethan	Kallivokas, Loukas	Rausch, Manuel
Chan, Jesse	Kyriakides, Stelios	Ravi-Chandar, Krishnaswa
Dawson, Clint	Landis, Chad	Rodin, Gregory J Rodin
Demkowicz, Leszek	Liechti, Kenneth	Sacks, Michael
Dortdivanlioglu, Berkin	Lu, Hannah	Singh, Puneet
Foster, John	Lu, Nanshu	Sirohi, Jayant
Fuhg, Jan	Mear, Mark	Willcox, Karen
Huang, Rui	Nelson, Nick	Yang, Jin

In the case that there is a discrepancy between information listed on the website, the handbook, and in the Graduate Catalog, the Graduate Catalog takes precedence.

Advisors/Area Coordinators

Graduate students doing research will normally have a Supervisor or co-Supervisors. In most cases master students will default to the Graduate Program Advisor and change to faculty supervisor(s) once they start doing research. Note the difference between Graduate Program Advisor and faculty supervisor or advisor.

Graduate Program Administrator

The graduate administrator, Tamara Ospina-Vega, is the member of staff responsible for all administrative duties surrounding the graduate program.

Areas of Study

Computational Mechanics

This area involves study and research on theoretical and implementational aspects of numerical simulations: applied mathematics (functional analysis, partial differential equations, dynamical systems), numerical analysis (a- priori and a-posteriori error estimation, adaptive algorithms, stochasticity), computer science (high performance linear algebra, parallel computing), software engineering (programming in Fortran 90, C, C++ ,data structures), visualization and geometry modeling, and mathematical modeling (multiscale, Multiphysics problems).

Applications span across all disciplines of mechanics and related coupled, multiphysics problems: computational solid mechanics (fractures, phase transitions, plasticity, pattern formation), computational fluid mechanics and transport, semiconductor modeling, subsurface (multiphase flow in porous media) and surface flows, environmental modeling and remediation, computational wave propagation (elastodynamics, acoustics, electromagnetics), bioinformatics and bioengineering, computational material science. The program is closely related to graduate programs in Engineering Mechanics and the interdisciplinary programs in Computational and Applied Mathematics and Computational Engineering Sciences.

Area Faculty

Tan Bui-Thanh

John Foster

Hannah Lu

Clint N. Dawson

Jan Fuhg

Karen E. Wilcox

Leszek F. Demkowicz

Thomas J. Hughes

Solids, Structures, and Materials

This area involves study and research in mechanics of structural materials, advanced composites, fracture mechanics, nano and micromechanics of materials, biomaterials, soft materials, constitutive equations, mechanical behavior at high strain rates, structural analysis, and structural stability.

Experimental facilities include equipment for static structural testing; digital data acquisition equipment; uniaxial and biaxial materials-testing machines; custom loading devices; environmental chambers; microscopes; photomechanics facilities; composites processing equipment; facilities for microstructural analysis; and high- speed imaging and high strain rate mechanical testing facilities. Equipment for nano and microscale scale experiments include an atomic force microscope, an interfacial force microscope, a nano indenter, a confocal microscope and an X-ray tomography device. Computing facilities include workstations, high-performance computers, and networks of workstations.

Area Faculty

John Foster

Chad M. Landis

Manual Rausch

Jan Fuhg

Kenneth M. Liechti

K. Ravi-Chandar

Rui Huang

Nanshu Lu

Jayant Sirohi

Stelios Kyriakides

Mark E. Mear

Jin Yang

Orientation

Departmental orientation for the fall semester is typically held during the week prior to the first class day. It is mandatory for all incoming students. At orientation, students will learn how to register for fall classes, learn MSE and PhD course requirements, learn about student employment, and other relevant topics. Fall is the only formal orientation that is held in the department.

Pre-Orientation Checklist

- Get a UT photo ID card and upgrade your EID at the [ID Center](#)
- Create a @utexas email address by going to <http://utmail.utexas.edu/>
- Make sure the graduate coordinator has your current email address, and all contact information is up-to-date in the UT Directory: <https://onestop.utexas.edu/student-records/personal-information/> Note that updating your contact information with the UT directory will NOT automatically inform the graduate coordinator
- Clear all bars from your registration <http://registrar.utexas.edu/students/registration>
- Establish Electronic Funds Transfer (EFT) information using My Bank Information-Non Payroll: https://utdirect.utexas.edu/acct/rec/weft/webEFT_info.WBX
- International students should complete Texas Global Pre-Arrival Checklist <https://global.utexas.edu/iss/life-at-ut/pre-arrival>
- [Set up Duo Authentication](#)
- [Set Up UTexas Zoom Account](#)
- [Students with Disabilities](#)

International Students

International Students must complete myIO when they arrive in Austin. They must also pay the \$125 ISSS fees every semester (included on your tuition bill), which covers the cost of services provided. Texas Global assists with visa applications, extensions, and changes. They also provide tax services, financial services, orientation, and advising for students.

Students should go to Texas Global for all visa questions including applications, extensions/renewals, and CPT (Curricular Practical Training) or OPT (Optional Practical Training) applications: <https://global.utexas.edu/iss>. The graduate coordinator can provide signatures and confirmation letters from the department, as needed.

Additional UT Policies

Forms: please use DocuSign for all forms. Contact the graduate coordinator (ase.grad@utexas.edu) for questions.

Personal Devices

All users should be familiar with the UT policies on:

- Acceptable use policy - <https://security.utexas.edu/policies>
- Copyright policy - <http://guides.lib.utexas.edu/copyright>.

Personally owned devices should only be connected to the utexas wireless network. Personally owned devices should be virus/malware free and configured for automatic operating system updates/patches. UT recommended anti-virus software is listed at <https://security.utexas.edu/education-outreach/anti-virus>

Although not required for general purpose use, it is recommended that your laptop be encrypted using your operating systems native encryption utility (e.g. BitLocker or FileVault 2). The encryption method chosen may depend on the hardware systems and operating system supported by the encryption utility.

UT policy requires sensitive UT data only be stored on encrypted storage. It is better to not store sensitive data like student grades or protected research data on personal devices. An extended list of sensitive data is available here: <https://security.utexas.edu/policies>

A backup strategy is important for data protection and using a cloud data sync service is one option. The UTBox service provides unlimited cloud data storage at no cost. Research advisers generally require multiply-redundant means of backup for research materials.

UT Owned Systems

UT owned systems are required to be compliant with University's Information Resources Use and Security Policy.

When logging into UT owned systems, use your UT EID for daily tasks. If you have administrative access to a UT system, the admin account should only be used for admin tasks. For IT assistance with UT owned systems, please contact Scott Messec (messec@mail.utexas.edu) or Clifford Bibbs (clifford.bibbs@utexas.edu) (ASE 5.116A).

Copyright & Plagiarism Tutorials

<https://gradschool.utexas.edu/academics/theses-and-dissertations/doctoral-candidacy/copyright-tutorial>

Graduate degree candidates must review the university's Copyright Tutorial and the library's Plagiarism Tutorial. Students are encouraged to complete the tutorials before they begin to write, as the tutorials are designed to educate the student on frequently confusing and changing copyright laws, as well as issues related to plagiarism.

Students must affirm completion of the copyright and plagiarism tutorials when they submit their Master's Graduation Application or Advance to Doctoral Candidacy.

Department Seminars

The different research Areas (Aero, Solids, Orbits, CAR) often have a weekly set of seminars. Names and dates are added all the time, so students should check the schedule regularly.

Seminars are a critical part of graduate education and development in our program, attendance of graduate seminars is expected on a regular basis. Attendance of graduate seminars is expected on a regular basis by all graduate students.

Safety: Laboratory and Building

Environmental Health and Safety (EH&S) (www.ehs.utexas.edu) carries out annual inspections, and is a good resource to address safety issues and concerns. The Safety office conducts periodic walkthroughs on a rotating basis to increase their visibility, address individual safety concerns, and to increase the student body's overall safety awareness. All students working in laboratories must complete an on-line course on laboratory safety.

The minimum training classes for lab employees are as follows:

- (OH 101) – General Hazard Communication
- (OH 201) – General Lab Safety
- (OH 202) – Hazardous Waste Management

The above courses are offered online through [UT Learn](#).

- (OH 102) – Site-specific Hazard Communication

Provided by the P.I. or work area supervisor (not an online course).

- (FF 205) – Portable Fire Extinguisher Basics
- (OH 204) – Compressed gases
- (OH 241) – Cryogen Safety

UT lab level safety training modules OH101, OH201, OH202, OH204, OH241 and FF205 must be completed before keys to laboratories and offices will be issued.

Biological Safety OH207, Blood borne Pathogens OH218 and Laser Safety OH304 training manual also be required depending on the type of research being conducted the modules are also available through [UT Learn](#).

Visit the EH&S website for more information about training registration and requirements at <https://ehs.utexas.edu>.

Funding Options

The EM Graduate Programs offer financial aid to highly qualified applicants in the form of Graduate Research Assistantships (GRAs), Teaching Assistantships (TAs), and/or Fellowships. These offers may be presented to applicants wholly or in combination. The numbers presented below are provided as estimates of typical financial aid offers.

Multi-Year Funding

Most financial offers are made for a year duration and are conditioned on satisfactory academic progress in graduate school. While there is no guarantee, financial aid is typically provided after the first year to highly qualified students throughout their graduate degree. Financial aid is contingent on the student's continued academic progress and the availability of financial resources.

Students may be appointed to an academic position while pursuing a graduate degree at The University of Texas at Austin, subject to the 99-Hour Rule.

GRA Assignments

Research Assistantships are awarded by individual faculty members. GRA students will receive a stipend, tuition and required fees which are paid by the research grant/contract supporting the student. A GRA stipend and other GRA benefits are generally considered compensation for students research done for the benefit of the research grant/contract.

TA Assignments

Teaching Assistantships are awarded by the department on the recommendations of faculty members, subject to the supply of qualified applicants and the demand of slots available. International students on F-1 and J-1 visas are not permitted to work more than 20 hours per week, except in the summer, or by using their CPT allowance.

Academic employment can provide important experience for graduate students. Although duties and responsibilities vary by department and supervisor, all students benefit from training, interaction with faculty members and financial support (including pay and other benefits). Additionally, non-resident students who are employed at least half-time (20 hours/week) as a teaching assistant or a graduate research assistant are eligible to receive a waiver of the non-resident portion of their tuition and will be charged in-state tuition—a provision known as the Resident Tuition Entitlement. In addition, students employed as teaching assistants and/or graduate research assistants are also eligible for the Tuition Reduction Benefit (TRB), providing partial coverage of the resident (in-state) tuition.

University Policies on Graduate Student Employment

- Academic Employment: <https://gradschool.utexas.edu/academic-employment>
- Conditions for Student Employment: <https://gradschool.utexas.edu/funding/student-employment/academic/conditions>
- Tuition Reduction Benefit: <https://gradschool.utexas.edu/funding/student-employment/academic/tuition-benefit>
- Resident Tuition Entitlement: <https://gradschool.utexas.edu/funding/student-employment/resident-tuition>
- On-Campus Employment for International Students: <https://global.utexas.edu/iss>
- Student Employee Insurance & Benefits: <https://hr.utexas.edu/student/student-employee-insurance-benefits>

UT Fellowships (Graduate School or Cockrell School of Engineering)

The Cockrell School of Engineering and the Graduate School award and administer a significant number of fellowships awarded to students in the department. They will communicate the terms of their fellowships directly to students.

Continuing students are nominated for these fellowships by their supervisors throughout the year. The majority of nominations are solicited in the late spring and a departmental selection committee makes final recommendations to the Graduate School and Cockrell School of Engineering for funding the following academic year.

External Fellowships

Students are strongly encouraged to apply for external fellowships during their enrollment in the graduate program. Continuing students have been very successful in winning prestigious external awards such as; National Science Foundation (NSF), National Defense and Engineering Graduate (NDSEG), NASA Space Technology Graduate Research Opportunities (NSTGRO), during their time in the department. All new students pursuing a PhD are now expected to apply for at least one such prestigious national fellowship if they are eligible. This expectation applies whether or not you have RA or TA support. Discuss which are your best opportunities with your adviser.

Fellowship stipends are taxable and recipients must arrange to pay their taxes quarterly since their stipends are not subject to withholding tax.

Health Insurance

All students have access to comprehensive insurance coverage through UT. Options differ, depending on the nature of students' funding. To see what benefits you are enrolled in, go to the My UT Benefits page and login.

Academic Blue Student Health Insurance Plan (SHIP)

All currently enrolled UT students may purchase student health insurance through Academic Blue (<https://utsystem.myahpcare.com/>), an optional, affordable plan approved by the University of Texas System and designed specifically for UT Austin students.

Academic Graduate Student Employee Insurance Options

UT provides all eligible student employees with 100% premium support for Academic Blue, the student health insurance plan (SHIP). UT Austin also provides 50% premium support for dependent coverage, with student employees paying the remaining 50% of their dependent premiums directly to Academic Health Plans, the plan administrator, on a monthly basis.

UT provides premium sharing for all employees based upon scheduled weekly hours (SWH) for UT Select, the employee health plan. Part-time (20-29 hours/week) student employees will receive 50% premium sharing for UT Select and 25% premium sharing for dependent coverage.

For more information about these two insurance options, go to:

<https://hr.utexas.edu/student/student-employee-insurance-benefits/academic-graduate-student-employee-insurance-options>

Insurance for Graduate Student Fellows (GSF)

Graduate Student Fellows (GSF) have a few options when it comes to healthcare coverage for themselves and their eligible dependents. As a currently registered graduate student, you have access to University Health Services regardless of your insurance enrollment.

The first option is to enroll in the medical, dental, and vision plans offered through the student health insurance program, Academic Blue. To enroll in the student health insurance plans, please visit the Academic Blue Enrollment webpage, and complete your enrollment by the enrollment

deadline listed on the site. For additional information or questions, please refer to the Academic Blue website or contact Academic Blue Customer Service.

The second option is to enroll in the university's medical (UT Select), dental, and vision plans. To enroll in the employee plans, you must be a GSF with one or more fellowships awarded on a competitive basis, that either singly, or in combination, are valued at \$10,000 or more per year. To enroll in the university's employee insurance plans, you must submit a completed Graduate Student Fellow Insurance Enrollment/Change Application, and any required Proof of Relationship Documents to the Human Resources Service Center (HRSC) within 31 days of the start of your fellowship.

For more information, go to: <https://hr.utexas.edu/student/insurance-graduate-student-fellows>

International Students

The UT Board of Regents requires that international students in F-1 and J-1 visa categories be covered by health insurance; therefore, international students receive automatic charges for health insurance on their tuition and fee bills. Students may request an insurance waiver if they are covered by an alternative insurance policy that meets the basic requirements of the UT Health Insurance Plan. More information can be found on the ISSS Health Insurance webpage.

International students will be automatically enrolled in Academic Blue, the Student Health Insurance Plan, if they do not complete a waiver, and the charges will appear on their tuition bills.

For more information, go to: <https://global.utexas.edu/iss/advicing-services/insurance>

Changes to Health Insurance Between Semesters

You do not need to be concerned about insurance if you do not change your funding status from semester to semester. That is, if you move from a TA to a GRA or GRA to TA, your funding is still coming from UT Payroll so you do not need to be concerned about a break in your insurance. Similarly, if you are moving from funding tied to employment (TA or GRA) to a fellowship, you do not need to be concerned about a break in your insurance. However, if you are transitioning from a fellowship to a work appointment (TA or GRA), there could be a two-week gap where there is no insurance. For example, the student health insurance plan (Academic Blue) ends at the end of December for the Fall semester, but the employee health insurance (UT Select) begins January 16th for the Spring semester. It is your responsibility to know when your insurance begins and ends.

If you are an international student, you will see a charge for approximately \$215 (the exact amount changes from year to year) on your tuition bill called "Supplemental Ins." to cover the two-week insurance gap.

If you are a domestic student, you can purchase health insurance to cover the two-week gap. Student health insurance can be purchased here: <https://utexas.myahpcare.com/>. You will have to communicate with the insurance company about purchasing a single month (that is the smallest increment). *If your fellowship is routed through the graduate school, you were likely paid this additional fellowship amount in your final fellowship payment.*

Courses and Registration

Students register for classes through the Registrar's website during their assigned access periods every semester. The Registration Information Sheet will tell you when you may register.

Students must complete and have their advisor sign (via DocuSign) the grad advising form prior to registering.

It is the student's responsibility to be aware of registration deadlines and requirements and to ensure your registration is confirmed. More information regarding registration deadlines and requirements can be found on the Registrar's website.

Course Loads

Full-time registration for graduate students in 9 credit hours in the fall and spring and 3 credit hours in the summer.

Summer Registration Requirements

- Students must register in the summer to maintain full-time student status if they are receiving Academic Employment, such as a Graduate Research Assistantship (GRA) or Teaching Assistantship (TA).
- Students must register in the summer to maintain full-time student status if they are receiving a fellowship. A student must be registered for fellowship money to be dispersed.
- If a student is going on a department-approved internship and they will not have academic employment during the internship, they do not have to register in the summer.
- Continuous registration in dissertation hours is not required for summer session, only long semesters (Fall and Spring).

Continuous Registration

If the student has been admitted to candidacy for a doctoral degree, registration in the dissertation course, E M *99W, must be registered for continuously during the spring and fall semesters until the degree is completed. A minimum of 3 dissertation credits are required each long semester (fall and spring). The student may register for courses in addition to dissertation credits or research.

Leaves of Absences

The only alternative to continuous registration is through a leave of absence. Please go to, <https://gradschool.utexas.edu/navigating/policies/academic/leave-absence>.

Readmission

If a student fails to register and has not been granted a leave of absence by the 12th class day, the student must apply to be readmitted to the graduate program and pay a readmission application fee of \$65: <https://gradschool.utexas.edu/admissions/apply/readmission>

The application for readmission will be reviewed by the program's Graduate Studies Committee, which may choose to readmit or deny readmission.

Readmission applications for students who left the university on warning or dismissal status or who have a Graduate School bar also require the approval of the Dean of Graduate Studies.

Employment Waivers (Non-Texas Residents)

Students who are not residents of Texas when they begin graduate study are subject to nonresident tuition rates, but under certain circumstances, some may qualify for resident tuition.

See: [Resident Tuition Entitlement](#)

GRAs and TAs should request an [employment tuition waiver](#) every semester they are appointed as a GRA/TA. This will waive the out-of-state portion of their tuition bill for that semester, based on their employment status.

Confirming Attendance

Once students have registered and completed their waivers, everyone must view their tuition bill. Registration is not complete until this bill is paid and students click the [CONFIRM ATTENDANCE] button in the tuition bill screen (you might want to take a screenshot for your records).

If students do not confirm attendance by the registration deadline, their registration will be cancelled and they will have to pay late registration fees to re-register. Attendance is confirmed when “your registration is complete” appears in the tuition bill screen.

Visit the Registrar’s webpage and search “changing registration” for information on when and how you can change registration during the semester.

Common Questions

Q: Why is my tuition bill so high?

A: Most likely, you didn’t complete the waiver for in-state tuition. This is a very common reason especially for those students who switch from a fellowship to GRA.

Q: When will my tuition be paid?

A: We strive to complete all payments by the deadline. If you expect your tuition to be paid by the university but it has not posted before the deadline, please pay it and expect to be reimbursed. It is ultimately the student’s responsibility to ensure that the registration is completed.

Engineering Mechanics Courses

<https://catalog.utexas.edu/general-information/coursesatoz/e-m/>

E M 339. Advanced Strength of Materials.

Same as Aerospace Engineering 339. Curved beams, shear deformation, beam columns, beams on elastic foundations; inelastic behavior of members; elementary plate bending. Three lecture hours a week for one semester. Prerequisite: Engineering Mechanics 319 with a grade of at least C-.

E M 380. Theory of Plasticity.

Physical basis of plastic deformation; mathematical theory of incremental plasticity; total theories; numerical implementation; slip and physical theories of plastic deformation; rate dependent (viscoplastic) models; applications to several engineering problems. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 388 or the equivalent.

E M 381. Advanced Dynamics.

Dynamics of systems of particles and rigid bodies; vibration theory; analytical dynamics, including Lagrangian and Hamiltonian formulations; dynamic stability; continuous systems. Three lecture hours a week for one semester. Prerequisite: Graduate standing.

E M 382. Nonlinear Analysis.

Methods for analyzing various types of nonlinear differential equations of dynamical systems; exact methods, perturbation and averaging techniques, direct method of Liapunov. Three lecture hours a week for one semester. Prerequisite: Graduate standing and consent of instructor.

E M 384K. Continuum Mechanics.

Foundations of the general nonlinear theories of continuum mechanics; general treatment of motion and deformation of continua, balance laws, constitutive theory; particular application to elastic solids and simple materials. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 386K or consent of instructor.

E M 384L. Structural Dynamics.

Same as Aerospace Engineering 384P (Topic 3: Structural Dynamics). Free and forced vibration of single-degree-of-freedom, multiple-degree-of-freedom, and continuous systems. Lagrange's equations and Hamilton's principle; discretization of continuous systems; numerical methods for response and algebraic eigenvalue problems. Three lecture hours a week for one semester. Prerequisite: Graduate standing and consent of instructor.

E M 386K. Analytical Methods I.

Basic topics in real and complex analysis, ordinary and partial differential equations, and other areas of applied mathematics with application to applied mechanics. Three lecture hours a week for one semester. Aerospace Engineering 380P (Topic 1) and Engineering Mechanics 386K may not both be counted. Prerequisite: Graduate standing.

E M 386L. Analytical Methods II.

Continuation of Engineering Mechanics 386K. Three lecture hours a week for one semester. Only one of the following may be counted: Aerospace Engineering 380P (Topic 2), Computational Science, Engineering, and Mathematics 386L, Engineering Mechanics 386L. Prerequisite: Graduate standing, and Engineering Mechanics 386K or consent of instructor.

E M 386M. Functional Analysis in Theoretical Mechanics.

Same as Computational Science, Engineering, and Mathematics 386M. An introduction to modern concepts in functional analysis and linear operator theory, with emphasis on their application to problems in theoretical mechanics; topological and metric spaces, norm linear spaces, theory of linear operators on Hilbert spaces, applications to boundary value problems in elasticity and dynamical systems. Three lecture hours a week for one semester. Computational Science, Engineering, and Mathematics 386M and Engineering Mechanics 386M may not both be counted. Prerequisite: Graduate standing, Engineering Mechanics 386L, and Mathematics 365C.

E M 386N. Qualitative Methods in Nonlinear Mechanics.

A study of methods for assessing the qualitative behavior of solutions to equations governing nonlinear continuum mechanics. Three lecture hours a week for one semester. Prerequisite: Graduate standing and Engineering Mechanics 386M.

E M 387. Foundations of Fluid Mechanics.

Governing equations in differential and integral forms; applications to both inviscid and viscous flow problems. Three lecture hours a week for one semester. Prerequisite: Graduate standing.

E M 388. Solid Mechanics I.

Same as Aerospace Engineering 384P (Topic 1: Solid Mechanics I). Mathematical description of stress, deformation, and constitutive equations of solid mechanics; boundary value problems of elasticity. Three lecture hours a week for one semester. Prerequisite: Graduate standing and consent of instructor.

E M 388F. Fracture Mechanics.

Griffith theory of brittle crack propagation, other theories, crack toughness testing concepts. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 388 or consent of instructor.

E M 388L. Solid Mechanics II.

Same as Aerospace Engineering 384P (Topic 2: Solid Mechanics II). Continuation of Engineering Mechanics 388. Additional topics in elasticity, plasticity, viscoelasticity, variational methods, and other areas of solid mechanics. Three lecture hours a week for one semester. Prerequisite: Graduate standing, Engineering Mechanics 388 or Aerospace Engineering 384P (Topic 1), and consent of instructor.

E M 388M. Micromechanics.

Constitutive characterization of materials based on their microstructure. Relationships between internal structure and mechanical properties for composites, polycrystals, and polymers on the basis of linear elasticity, plasticity, and theories that account for rate-dependence. Three lecture hours a week for one semester. Prerequisite: Graduate standing and a graduate course in solid mechanics.

E M 388V. Theory of Viscoelasticity.

Introduction to linear viscoelasticity; methods of characterizing viscoelastic material behavior; analytical and approximate solution techniques for engineering problems, including contact, wave propagation, and thermoviscoelastic problems. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 388 or consent of instructor.

E M 389J. Experimental Mechanics.

Principles and techniques of measurement in mechanics; includes discussion of strain gauges, optical interference methods, photoelasticity, and dynamic measurements. Two lecture hours and three laboratory hours a week for one semester. Prerequisite: Graduate standing.

E M 391. Behavior and Mechanics of Active/Smart Materials.

Continuum physics and thermodynamics including thermal, mechanical, electrical and magnetic behaviors of active/smart materials. Linear and non-linear behavior of ferroelectrics, ferromagnetic materials, and shape memory alloys. Crystal symmetry, domain structure, phenomenological constitutive models, phase-field modeling, and dielectric elastomers. Three lecture hours a week for one semester.

E M 393N. Numerical Methods for Flow and Transport Problems.

Approximate solution methods for flow and transport problems in engineering and applied science. Finite element, finite difference, and residual methods for linear and nonlinear problems. Three lecture hours a week for one semester. Prerequisite: Graduate standing.

E M 394. Structural Stability.

Fundamental theory of buckling of elastic structural elements such as bars, frames, rings, plates, and shells; also special stability topics including inelastic buckling, creep buckling, and buckling under dynamic loading. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 388 or consent of instructor.

E M 394F. Finite Element Methods.

Same as Aerospace Engineering 384P (Topic 4) and Computational Science, Engineering, and Mathematics 393F. Derivation and implementation of the finite element method; basic coding techniques; application to problems of stress and diffusion. Three lecture hours a week for one semester. Only one of the following may be counted: Aerospace Engineering 384P (Topic 4), Computational Science, Engineering, and Mathematics 393F, Engineering Mechanics 394F. Prerequisite: Graduate standing and consent of instructor.

E M 394G. Computational Techniques in Finite Elements.

Organization and data management in finite element codes; element models and calculations; equation solving; preprocessing and postprocessing. Three lecture hours a week for one semester. Prerequisite: Graduate standing and Engineering Mechanics 394F.

E M 394H. Advanced Theory of Finite Element Methods.

Contemporary topics in the theory and application of finite element methods. Three lecture hours a week for one semester. Prerequisite: Graduate standing, Engineering Mechanics 394F, and Engineering Mechanics 386L or the equivalent.

E M 394V. Wave Propagation I.

Solutions of linear wave equations; waves in elastic media, including plates and cylinders; transient waves, transform methods, asymptotic approximation. Three lecture hours a week for one semester. Prerequisite: Graduate standing, and Engineering Mechanics 388 or consent of instructor.

E M 397, 697, 997. Advanced Studies in Engineering Mechanics.

For each semester hour of credit earned, one lecture hour a week for one semester. May be repeated for credit when the topics vary. Prerequisite: Graduate standing and consent of instructor.

- Topic 1: Nonlinear Static/Dynamic Finite Element Analysis
- Topic 2: Stability and Multiscale methods in CFD
- Topic 3: Mechanics of Thin Film Materials
- Topic 4: Nonlinear Mechanics of Soft Materials
- Topic 5: Soft Tissue Biomechanics

E M 397R, 697R, 997R. Individual Research.

Must be arranged by mutual agreement between student and faculty member. May be repeated for credit. Offered on the credit/no credit basis only. Prerequisite: Graduate standing.

E M 397S. Mechanics Seminar.

Current topics in mechanics. Conference course. All engineering mechanics graduate students are required to register for either Engineering Mechanics 397S or 397T each semester. May be repeated for credit. Offered on the credit/no credit basis only. Prerequisite: Graduate standing.

E M 698. Thesis.

The equivalent of three lecture hours a week for two semesters. Offered on the credit/no credit basis only. Prerequisite: For 698A, graduate standing in engineering mechanics and consent of the supervising professor and the graduate adviser; for 698B, Engineering Mechanics 698A.

E M 398R. Master's Report.

Preparation of a report to fulfill the requirement for the master's degree under the report option. The equivalent of three lecture hours a week for one semester. Offered on the credit/no credit basis only. Prerequisite: Graduate standing in engineering mechanics and consent of the graduate adviser.

E M 398T. Supervised Teaching in Engineering Mechanics.

Teaching methods and objectives, criteria for evaluating teaching effectiveness, procedures and regulations, laboratory teaching. Three lecture hours a week for one semester. Offered on the credit/no credit basis only. Prerequisite: Graduate standing and appointment as a teaching assistant.

E M 399W, 699W, 999W. Dissertation.

May be repeated for credit. Offered on the credit/no credit basis only. Prerequisite: Admission to candidacy for the doctoral degree.

Master of Science in Engineering (MSE)

To obtain an MSE you must complete 30 credit hours.

MSE Requirements

- *Thesis/Report Option*
The Thesis or Report option requires prior approval of a faculty member to serve as the research advisor. Students who are enrolled in the Thesis/Report option will complete either 24 hours of coursework plus 6 hours of supervised research thesis (E M 698A and 698B) or 27 hours of coursework plus 3 hours of supervised research report (E M 398R). In the case of the Master's thesis, the supervised research must be taken in two consecutive semesters. For both the Thesis and the Report, the final research course must be taken in the semester of graduation. The research of a Thesis or Report may not be included as part of the PhD Dissertation. In addition to your faculty research advisor, the Thesis or Report option requires 1 additional 'Reader' that is on the department's GSC. With prior approval from the graduate advisor and the Graduate School dean, Readers can be post-docs or engineering staff with significant relevant expertise.
- *Coursework Option*
The department will assign a faculty member to serve as the academic advisor for all coursework option students. Students who are enrolled in the Coursework option will complete 30 hours of coursework. Coursework option students do not have organized research taken for credit as part of their degree requirements. Research hours may not be counted toward the 30-hour total for the coursework option, and all coursework must be related to the degree.

Each student's Program of Work must include at least 24 semester hours of graduate courses. Students must be registered the semester they apply to graduate. Prior to graduation, each student's program of Work (PoW) requires approval from the faculty advisor and the graduate advisor. Details from the graduate school for PoW are found on this [page](#). Important details are below.

Up to 6 hours of upper-division undergraduate coursework may be included in the required coursework. Those 6 hours must be taken at UT Austin and only when enrolled as a graduate student (i.e. transferred courses are not eligible, and courses taken as an undergraduate student are not eligible).

Additionally, up to 6 credit hours of approved graduate credit coursework from another program if the course(s) have not been applied toward any other degree. In most cases, the courses must be similar to ones that are offered at The University of Texas to be eligible for transfer credit. To consider such a course, send to the graduate coordinator the course syllabus, an official transcript, the official explanation of the institution's course numbering system and grading system, and the course description from the catalog of the institution as well as a course description for the UT catalog showing courses to be equivalent. The graduate advisor and appropriate faculty on the GSC will review the request. Go to <https://gradschool.utexas.edu/navigating/forms> and download the form for Petition to Transfer a Graduate Course from Another Institution. This form must be submitted before 12 hours of graduate coursework are completed at UT-Austin.

Credit hours required

	Core	Supporting	Thesis or Report	Total
Thesis	18	6	6	30
Report	21	6	3	30
Coursework Option	24	6	0	30

Regardless of your degree option, 6 hours must be completed in supporting coursework outside the Area of Study. These 'supporting' courses are any technical course not directly in your area. These courses can be from ASE/EM or other departments. All such courses must contain a significant technical component. Master's degree students may count one 3-hour graduate-level, technical business course toward their degree with their advisor's approval. Your faculty advisor and the graduate advisor will approve which courses are considered to be outside your Area of Study.

Master's degree students may not count courses taken on the credit/no credit basis toward the degree. (Exceptions may apply to this rule if the student is also a PhD student who has already passed qualifying exams).

Time Limit

Coursework for the MSE degree is good for a maximum of 6 years. If a student takes longer than this to complete their degree, they will have to take additional courses.

(*In the case that there is a discrepancy between the degree requirements as listed on the website and in the Graduate Catalog, the Graduate Catalog takes precedence over anything on the website.)

Annual Review

Students will be required to complete an annual review form (available on the Graduate Student Portal in [Canvas](#)) discussing progress to date since the last review. This document includes an “Individual Development Plan” describing future plans and strategies for personal and career development (approximately ¼ of the page). The completed Annual Review Form should be sent to the Graduate Coordinator by April 15.

Students will submit the annual review to their faculty supervisor(s) in the spring semester. The faculty supervisor will discuss with the student, finalize the review form, and approve by signing the form. It is recommended that the student keep an electronic copy of the completed review form in personal records for future use.

Applying for Master’s Graduation

Students who wish to apply for master’s graduation should contact the graduate coordinator (Tamara Ospina-Vega, ase.grad@utexas.edu), set up a meeting to discuss all the requirements. Details include the Program of Work (from the ASE/EM Grad Student Portal [Canvas Page](#)), obtaining signatures via docusign, and submission of forms to the graduate school . Students should understand and comply with the [Graduate School requirements and deadlines for master’s degree submission](#). Graduate students are responsible for the costs of thesis preparation and publication. Report or Thesis option students must be registered for E M 398R (Master's Report) or E M 398B (Master's Thesis) during the semester they graduate. Otherwise, their graduation application will not be accepted by the Graduate School.

Doctor of Philosophy (PhD)

PhD Requirements/Milestones

Students are expected to complete 90 credit hours after their BS degree (including coursework and research credit) to earn a PhD. This expectation, however, may be waived simply by the agreement of the student’s research adviser(s) and/or dissertation committee.

The PhD program consists of coursework, qualifying examinations, and the dissertation. Students who have master’s degrees must complete at least 9 hours of coursework; those who enter the graduate program with bachelor’s degrees must complete at least 39 hours of coursework.

To be admitted to candidacy for the Doctor of Philosophy degree, the student must Aerospace Engineering or Engineering Mechanics PhD Milestones; All students should be familiar and comfortable with them and you must acknowledge receipt of these requirements. There are two requirements for PhD candidacy in the Aerospace Engineering and the Engineering Mechanics programs:

- Passing the written qualifying exams.
- Passing the oral qualifying exam.

Further requirements to complete the PhD degree:

1. Completing any required coursework requirements set by your advisor and the department minimums.
2. Complete Annual Reviews (due April 15th).
3. Completing a dissertation and passing a Final Oral Examination.

Requirement timeline to obtaining a PhD:

- Beginning of 1st semester - Review degree requirements and milestones agreement form with advisor
- Middle to end of 2nd year - Obtain an MSE or equivalent
- End of 3rd year - Successful completion of all exams (written and oral)
- End of 4th year - Complete all required, formal coursework. Submit program specific requirement; Program of Work. Advancement to candidacy. IRB (human testing) approvals (if needed). IACUC (animal testing) approvals (if needed).
- End of 5th year - Dissertation/treatise (or equivalent) completed, successfully defended, and approved by committee. Student completes and files all paperwork required for graduation. Dissertation/treatise (or equivalent) accepted by Graduate School. Exit interview completed and submitted to Survey of Earned Doctorates.

Advisor Selection

PhD students must have a willing faculty research advisor in order to begin the PhD program at UT. The advisor will typically be the professor who made the admission/funding offer.

MSE students will have an academic advisor assigned by the department. MSE students wishing to complete a report or thesis must find an advisor willing to advise their research.

Coursework Requirements

The E M PhD program consists of coursework, qualifying examinations, and the dissertation. Students who have previously received a Master of Science in Engineering degree must complete a minimum 9 hours of additional coursework (must be core classes, undergraduate courses are not eligible) and Dissertation, E M X99W; those who enter the graduate program with a Bachelor of Science degree must complete at least 39 hours of coursework and Dissertation, E M X99. A successful PhD program of work ultimately requires approval of the student's advisor with input from the doctoral committee, where specific courses are chosen in order to meet the custom needs of each student. While 9 hours is the minimum requirement, a typical program of work includes more than 9 hours beyond the master's degree.

All the completed coursework that is included in a degree program at the time of admission to candidacy for a doctoral degree must have been taken within the preceding six years (exclusive of a maximum of three years of United States military service). Work over six years old may be reinstated upon recommendation of the Graduate Studies Committee. All doctoral work is subject to review by the graduate dean.

To be admitted to candidacy for the PhD degree, the student must pass both a written and an oral examination. The written examination is general in nature and covers subject matter studied in the MSE degree program. The oral examination is given in the student's Area of Study and is conducted by a committee of faculty members whose interests are in that area. Students may not take courses on the credit/no credit basis until after they have passed the written qualifying examination.

Qualifying Exams

The PhD Written and Oral Qualifying Exams must be passed by all students wishing to be admitted to PhD candidacy. It is a necessary step toward completing the PhD degree.

Written Qualifying Exam: It is a sequence of three exams on fundamental subjects in the student's Area of Study. Students are required to take a combination of three exams from the following topics, depending on the Area of Study: aerothermodynamics, control theory, dynamics, fluid mechanics, mathematics, orbital mechanics, solid mechanics, and systems. The written exam is general in nature and covers subject matter studied mainly in the first year or two. The Written Qualifying Exam is given once a year in June. If you begin the PhD program in the fall, you should try to take the exam during your first year (but it is not mandatory in the first year). Written qualifying guidelines and sample exams are available on the Graduate Student Portal in Canvas. Students may not take courses on the credit/no credit basis until after they have passed the written qualifying examination

The exam date will be typically announced in March. Students should consult with supervisors to decide which exams to take. The results will be announced as soon as possible after the exams are graded, usually by early July. If you do not pass one or more of the exams, the Graduate Studies Committee may or may not allow for another chance the following year. In subsequent attempts, you do not have to retake any exam that you already passed.

We expect exams to include the following subjects and that the material in the exam will be based upon the graduate classes indicated and *presumed understanding of related undergraduate material*:

Mathematics WQE is based on AM-1 (Analytical Methods 1 - ASE 380P.1)

Dynamics WQE is based on Advanced Dynamics (EM 381)

Fluid Dynamics WQE is based on Foundations of Fluid Mechanics (ASE 382Q.1) and Foundations of Computational Fluid Dynamics (ASE 382Q.11)

Solids WQE is based on Advd Strength of Material (EM 339) and Solid Mechanics I (ASE 384P.1, EM 388)

Systems WQE is based on Stats Estimation Theory (ASE 381P.6) and Opt Control Theory (ASE 381P.3)

Orbits WQE is based on Celest Mech I (ASE 388P.2)

Controls WQE is based on Feedback Control Systems (ASE 370C) and Linear Sys Analysis (ASE 381P.1)

Aerothermodynamics WQE is based on Advanced Problems in Compressible Flow (ASE 382Q.7), and Viscous Fluid Flow (ASE 346)

Oral Qualifying Exam: Is offered to students who have passed the Written Qualifying Exams. The Oral Qualifying Exam is a 2-3 hour exam on fundamentals in the general area of your research. The purpose of the exam is to certify that you are on track for doing research toward your dissertation.

To arrange the oral qualifying exam, take the following steps:

- After passing the Written Qualifying Exam, a student may take a few additional courses before taking the oral qualifying exam. We recommend that all PhD students take the oral qualifying exam as soon as they are ready, preferably during the third or fourth year in the graduate program.
- To set up an oral qualifying exam committee, a student should discuss with his/her supervisor and then send a list of four proposed committee members to the Graduate Program Advisor, along with his/her UT transcript (unofficial) listing all courses and grades.
- The Graduate Program Advisor will coordinate with the faculty members to finalize the exam committee. At least one EM GSC member should be included in the committee. The student's supervisor(s) should not be on the exam committee. If necessary, the Graduate Program Advisor will discuss with the student's supervisor until all committee members are committed.
- The Graduate Program Advisor will inform the student of his/her exam committee. The student will then contact the committee members to schedule the exam.
- Once scheduled, the student should [reserve a conference room](#) for the exam and submit the completed [Oral Exam Request form](#) to the Graduate Program Administrator at least two weeks prior to your exam. In case of a remote exam, a Zoom link should be created and submitted.
- The Graduate Program Administrator will send out an official notice of the exam to each member of the exam committee via calendar invite.
- Please provide the [Oral Qualifying Exam Report Form](#) to your committee to complete the evaluation the day of the exam (print if necessary)
- The exam committee will conduct the exam and decide whether or not the student passes the exam and if there are any conditions imposed on the pass. The result of the exam will be announced as soon as the committee completes its deliberations. If the student does not pass, the committee will decide whether or not he/she may retake the exam.
- The Chair of the exam committee will send the result to the Graduate Program Administrator.

Forming a Dissertation Committee

Students must form a dissertation committee comprised of a minimum of four committee members. The composition of this committee may be different than the committee for the oral qualifying exam.

All doctoral students, in consultation with their advisor, must secure the agreement of a minimum of four people to serve on their dissertation committee. The supervisor and at least two other committee members must be members of the EM Graduate Studies Committee (GSC). At least one committee member must be from outside your GSC.

The Graduate School requires a CV/resume for committee members who are not on the program's Graduate Studies Committee. Degree plan evaluators will search for them, but in cases where a CV/resume cannot easily be found online, it is the student's responsibility to provide this information. One of the degree plan evaluators will contact the student should a CV/resume be required.

Changes to committee membership require special approval, so students should be certain the membership is complete and correct before initiating the application. Once the student has been admitted to Candidacy by the Graduate School, any changes to the Dissertation Committee must be requested with a formal petition to the Dean of Graduate Studies and a reason for the change must be given.

Forms and Candidacy Applications

After your committee is formed, visit [All My Addresses](#) to update your name, address and phone number, if necessary, then complete the online [Degree Candidacy Application form](#). Students must have registered and paid tuition during the semester in which the candidacy application is submitted. You will be required to include a brief (60 lines or less) description of your dissertation proposal approved by your supervisor. This should be prepared in advance; the application will time out after 30 minutes of inactivity and you will lose any changes not yet submitted or saved.

Candidacy applications will not be approved by the graduate program advisor until both the Written and Oral Qualifying Exams are completed and passed.

Register for dissertation credit

Once the Dean of Graduate Studies approves your application and you have been admitted to candidacy, you are required to continuously register for the dissertation course (EM x99W) beginning the next long semester and including the semester you graduate. Students can take 3, 6, or 9 credit hours of the dissertation course depending on how many credit hours they need; a minimum of 6 credit hours is needed for the degree.

The Graduate School requires you to register for the dissertation course (EM x99W) until you complete the degree. Continuous registration is required during long semesters (fall and spring), not summer.

If students are admitted to candidacy by the Graduate School before the mid-semester deadline (the graduate coordinator or the Graduate School can advise what the deadline is each semester), then students can switch into the dissertation course (EM x99W) that same semester. Once your candidacy is approved, you can complete an add/drop form to make the switch. The deadline to submit your add/drop form is approximately one month prior to the end of the semester (but it varies so check the schedule).

Annual Review

Students will be required to complete an annual review form (available on the Graduate Student Portal in Canvas) summarizing research progress to date since the last review. This document includes an “Individual Development Plan” describing future plans and strategies for personal and career development (approximately ¼ of the page). Students will complete the annual review form, in consultation with their supervisor, and submit the electrically signed form via DocuSign (along with a copy of their current CV) to the Graduate Coordinator by April 15. It is recommended the student keep an electronic copy of this completed form in personal records for future use. The students with PhD candidacy may also send the annual review form to their dissertation committee and solicit feedback on their progress.

Action Plan to Improve Performance

If a student’s work is ranked “needs improvement,” the student should design an action plan with the help of their supervisor. The action plan should have concrete and measurable tasks within a manageable timeline and clear deadlines. It should also address all deficiencies recognized in the review.

If the student has obtained the PhD candidacy, the action plan should be presented to the dissertation committee. It should contain a clear timeline and metrics for measuring improvement.

Dissertation and Final Oral Examination

Written Dissertation

To earn a PhD, a student must write a dissertation that constitutes a substantial piece of original research and successfully defend it before the dissertation committee. The Graduate School distributes a set of thesis and dissertation templates in Microsoft Word for Apple and Windows computers, which will help students format their papers according to current digital submission requirements.

Final Oral Examination

A doctoral candidate must defend their dissertation in a final oral examination. Successful defense of the dissertation requires unanimous approval of the committee. If unanimity cannot be reached, the matter is referred to the Graduate Dean for review. The Graduate School has strict rules and deadlines for scheduling the final oral examination and submitting paperwork for graduation. These are not flexible and students should make themselves familiar with the rules, because they are responsible for following them.

The department recommends that students attend the Doctoral Degree Candidate Workshop presented by Degree Evaluators from the Graduate School. At this workshop, they review the guidelines and deadlines necessary for graduation that semester. Topics will include: scheduling your defense, how to submit your dissertation to the Texas Digital Library, requesting an embargo, IRB & IOC requirements, and reviewing what paperwork you must submit to the Graduate School.

After defending the dissertation, the student submits it in an approved electronic format to the Office of Graduate Studies. Dissertations are made available to the public, and students are responsible for publication fees.

Graduate School information on electronic theses and dissertations:
<https://gradschool.utexas.edu/navigating/graduation/digital-submission>

Checklists

These are quick references for completing major milestones within the program. Full requirements and procedures are linked to, within the checklist

Candidacy Checklist

After passing the Written and Oral exams:

- Prepare a brief (60 lines or less) description of your dissertation proposal approved by your supervisor. This should be prepared in advance
- Form dissertation committee in consultation with supervisor
- Complete online application to candidacy on the Graduate School website
- Continue to register for the dissertation course (EM x99W) every semester, including the semester you graduate

Dissertation Defense Checklist

- Prepare written dissertation
- Set date and location for defense two months in advance
- Give dissertation to committee one month prior to defense, for review
- Prepare oral presentation for defense
- Complete and submit Request for Final Oral Exam at least two weeks prior to the defense date

Graduation Checklist

By the semester before you graduate, you should have:

- Passed the written qualifying exams
- Passed the oral qualifying exams
- Advance to Candidacy
- Completed all required coursework (if any)
- Completed most of your research for dissertation

In the semester you plan to graduate you should:

- Register for EM 399W, 699W or 999W
- Apply for graduation
- Submit your dissertation to your committee at least 14 days before your defense
- Schedule your defense and book a room
- Submit your Request for Final Oral Exam 14 days before your defense
- Prepare and complete your defense
- Upload your final dissertation
- Submit all of your paperwork to The Graduate Office by the deadline

Teaching Assistant Requirements

Cockrell School of Engineering Teaching Assistant Certification

The Engineering Teaching Assistant Certification program provides professional learning opportunities in the fundamentals of engineering education, promoting student success and other aspects of fulfilling their responsibilities as educators and mentors. Certification is required for all new Cockrell School TAs during the first semester in which they are appointed. TAs who aspire to have a career in academia have additional opportunities to participate in a community of practice and attain an Advanced Engineering TA Certification.

The certification process consists of four elements, all of which must be completed to attain certification:

- Eight-hour TA certification workshop (typically offered the week prior to the beginning of the fall semester each year)
- In-class observation or participation in a teaching practicum session
- Early-semester survey of teaching effectiveness
- Official UT Austin course-instructor survey (CIS or eCIS) — TA version

When a pre-certified graduate student is later appointed as a TA, s/he can complete the remaining certification requirements during the first semester of appointment to attain full Engineering Teaching Assistant Certification.

All students in the E M programs are required to obtain this certification (even if you are not going to be a TA). The workshop is typically a one day workshop from 9am – 5pm and (lunch provided) and is offered the week prior to the beginning of the fall semester. Students do NOT receive any additional financial compensation as TAs while meeting this requirement. Students on 10 hour or greater assignments are eligible for the Tuition Reduction Benefit. Students who have completed their TA requirement may continue to work periodically as a TA as permitted by their supervisor and allowed by their visa status for international students.

International Teaching Assistant Certification

International students who are not native English speakers must take the International Teaching Assistant (ITA) Certification to measure their ability to present information in an academic area to undergraduates. Some students are exempt from this requirement; the exemption information is available here. The test is offered during limited times throughout the year and is a prerequisite for teaching at UT. A student should take the ITA certification BEFORE they intend to TA. The Department of Aerospace Engineering and Engineering Mechanics will pay for the first exam; the student is required to pay for any subsequent exams.

The following timeline is recommended for ITA certification to prevent TA appointment complications assuming a fall start to the PhD program:

- Year 1, Fall semester: take the exam early August before classes begin
- Year 1, Spring semester: if student did not pass, retake the exam early January.
- Year 1, Spring semester: if student did not pass, enroll in ESL 389T, 388S, or 389S on the advice of the international office.

Failure to pass the exam or the ESL course within the first three long semesters in residence will remove students from the PhD program and place them in the Master's program. Students will have one additional long semester for completion of a terminal Master's degree. A PhD supervisor may petition the Graduate Program Advisor in writing for a one-time extension of one long semester for completion of the exam due to exceptional circumstances.

TA Selection Process

TA positions will be assigned by the Associate Chair based upon the recommendations from area coordinators and faculty. All graduate students must have completed the required certifications. The students should discuss preferences in consultation with their advisers, if desired, and manage their research obligations. TA appointments are always assigned based on the needs of the faculty and department.

Summer TA's are appointed on an ad-hoc basis by faculty. The Graduate Office is not responsible for selecting summer TA's.

Internships and CPT (for International Students Only)

Do Your Research

The ISSS website suggests to visit the academic advisor first to learn more about the degree program. The relevant information about our departmental requirements is in this handbook.

Communicate with Your Employer

Ask your internship employer to complete the Employment Verification Form with the information listed on the ISSS website. Also obtain clear information about salary and other benefits, such as whether the company will pay tuition and insurance for the duration of the internship. Remember that internships frequently lead to jobs, so acquire this information in a highly professional manner.

Communicate with the International Office

Schedule a meeting with the ISSS. They will be able to assist you with CPT recommendations. Because CPT affects visa status, the department cannot give a recommendation of whether or not you are eligible for CPT or which path for CPT you should take. Although the ISSS website lists this step as optional, the department strongly encourages a meeting with an ISSS advisor.

Clarify Financial Support and Insurance

Discuss with your ASE adviser how tuition, stipend, and insurance will be paid for while you are on CPT. Know your requirements for maintaining your immigration status (<https://global.utexas.edu/iss/immigration/f-1/student-status>); if you have any questions, please discuss this with your ISSS advisor. The department will need an email (ase.grad@utexas.edu) that outlines your course enrollment choices during the internship, your plan for health care, and who will be responsible for these costs.

Note that internships taken for individual professional development are not required to be supported financially as financial support is contingent on job performance. This email should be routed through your adviser for approval if the adviser is supporting the student financially during the internship, and by the student.

Tuition

Continuing international students are not required to enroll in summer courses, unless you plan to graduate in the summer. Keep in mind that if you are not employed as a 20-hour TA/GRA, you will not be eligible for in-state tuition waivers. If you do enroll in summer credits, you will need to discuss the cost of out-of-state tuition with your supervisor.

Health Insurance

You are required to have health insurance coverage that complies with the provisions of the Patient Protection and Affordable Care Act. You may need to switch to the UT Student Health Insurance Plan. If you are no longer eligible for UT Select insurance during your internship, your ISSS insurance waiver will be voided and the cost of SHIP will be added back to your tuition and fee bill. If your internship will include health insurance, you can complete a new waiver. The deadline for the summer ISSS insurance waiver is June 6.

For Summer, students not enrolled in coursework are still eligible for SHIP; this policy is likely to change in the future so that if you are not enrolled in coursework, you will not be eligible for SHIP.

Some insurance policies through employers are eligible for a waiver of the UT Student Health Insurance Plan (SHIP). Here are the guidelines for students hoping to waive the cost of the UT plan for the summer semester:

- Plan must be compliant with the Affordable Care Act; Coverage dates must be for the entirety of the summer semester: 6/1/20xx – 8/31/20xx. Usually, students are not able to waive because their internship start date isn't until after 6/1, so this is important to keep in mind.

- Other requirements include: Coinsurance cannot exceed 25%; Deductible can be higher than \$500 as long as all other requirements are met.

Students who are eligible should complete and submit the “Student with U.S. Employer” application. The deadline to submit a waiver for the summer semester is the 1st class day (5 p.m.) of the first summer session.

Select Registration Option

Decide which course registration option you will be using for CPT. The Texas Global advisor will advise you on the option that best fits your individual situation.

E M does not have an internship degree requirement, so you cannot use “Degree Requirement” as the course registration option. Rarely do students participate in a University-affiliated Co-op; you should know whether this is your situation and discuss further with the ISSS advisor. Most frequently E M students either select “Research” or “Thesis/Dissertation Requirements.”

Individual Research registration is for students that have an internship where they will be paid by the Adviser. If this is the option that the Texas Global advisor recommends, you will need to register for E M *97R. This course is offered in all semesters, but in summer you must register for the "whole session" as it is not offered for the other summer sections. Keep in mind the continuous registration requirement for graduate students that have moved into candidacy.

Thesis/Dissertation requirements is for students enrolled in dissertation credits doing work that is directly required for the completion of their dissertation. An example would be that the student is locating data at an off-site location that has equipment that UT does not have for their data collection. The student is using this data to write their dissertation and the student would not be able to complete their dissertation research without this data. In the meantime, the off-site location also happens to pay them for the work that they are doing there. This would be a situation in which a student could receive dissertation or thesis credit for their CPT work.

Once you have met with the Texas Global advisor and discussed funding support with your adviser, include the following information via email:

- Your full name and EID. Your entry semester and year. Your supervisor’s full name.
- The name, location, and dates of the internship.
- The name of the ISSS advisor with whom you met and the date of your meeting.
- The CPT course registration option (Course registration, Thesis/Dissertation, or Co-op).
- The semester and year the credit will be earned (be specific about the semester you are enrolling the course, not necessarily the term in which you do the internship) if applicable.
- If selecting Thesis/Dissertation option, explain how the work is a necessary and required part of your dissertation in complete sentences.
- The course abbreviation, course number, and full title for the course in which you are registering for CPT (E M *97R, CHE _99W).

- Outline your course enrollment choices during the internship, your plan for health care, and who will be responsible for these costs.

Email this information to the following people:

- The E M Graduate Program Advisor
- The Graduate Program Coordinator
- Your supervisor and, if applicable, your co-supervisor.
- The administrative assistant(s) in charge of your work appointments and tuition payments The ISSS advisor with whom you met to discuss CPT.

The Graduate Program Advisor will approve the CPT plan via email, replying to all people involved. At this point you can log into myIO through the International Office to begin the online CPT form.

Academic Policies

Academic Dishonesty

“Academic dishonesty” or “scholastic dishonesty” is defined as all conduct that gives a student an unfair or undeserved academic advantage. It includes cheating, plagiarism, falsifying academic records, unauthorized collaboration/collusion, misrepresenting facts, the abuse of online resources, and multiple submissions.

The consequences of Academic Dishonesty are severe, including permanent expulsion from the university. For a full explanation of what academic dishonesty is, and how it is handled at the University of Texas at Austin, see:

- [Academic Integrity on the Office of the Dean of Students website.](#)
- [Appendix C, Chapter 11 of the General Information Catalog – Student Discipline and Conduct](#)

Leave of Absence

Students can request a leave of absence for academic, medical or personal reasons. [Graduate School policy on Leaves of Absence.](#)

Students should contact the graduate coordinator to get their forms signed, and for a petition letter from the graduate program advisor, if required. Leave must be approved before the student departs.

These are only approved in exceptional circumstances for students in PhD candidacy, so students planning to take a year off (for instance, for an internship) should consider doing so before they apply to candidacy.

International students who require CPT (Curricular Practical Training) to complete a Leave of Absence, should contact the International Office.

New Parents Extension Policy

Students starting a family can request a one semester extension of milestone deadlines. Read more about the [Family Friendly Policy on the Cockrell School of Engineering website](#).

To access the full text of this policy, you will now need to log into ENGR direct and search under Graduate Student Resources.

Family Friendly Policy

The Cockrell School is aware that some graduate students start families while enrolled in our graduate programs. To aid these graduate students in balancing their scholarly and parenting responsibilities, the Cockrell School provides accommodation for childbirth, new-born care and adoption to qualifying graduate students.

We offer five types of accommodations for graduate students with growing families. These accommodations are available to full-time, enrolled Cockrell School graduate students (enrolled for at least nine credit hours each long semester and three hours in summer) who are in good academic standing. The accommodations are available to students who experience a childbirth (either who give birth or whose spouse or partner gives birth) or who adopt a child. It is the responsibility of a graduate student anticipating a birth or adoption to inform his or her graduate advisor and research supervisor of any anticipated accommodation needs as early as possible.

Academic Accommodation

Eligible students are allowed a one-semester extension of the academic milestones required to fulfill the requirements of their degree. The extension includes coursework, qualifying exams, committee meetings, presentations, and any other required academic responsibilities. The extension may be taken either during or immediately following the semester in which the student's child is born or adopted. After an accommodation period, students are expected to resume progress toward degree completion, and faculty are encouraged to remain flexible in their expectations so that students can meet the demands of graduate study while adjusting to new demands in their parental roles.

Teaching Assistant (TA) Accommodations

The Cockrell School strongly encourages departments to provide non-TA/AI support for graduate students during the semester in which a child is born or adopted. If this cannot be done, new parents may request to be appointed to TA positions whose duties can be done in flexible environments and on flexible schedules. Flexibility regarding the distribution of specific TA duties within a semester is strongly encouraged for supervisors of students anticipating the birth or adoption of a child. The student and the Assistant Chair advisor should agree to review these TA duties on a periodic schedule to ensure that work is being completed in a timely and satisfactory manner. A TA whose accommodations include performing at least some duties away from campus should review University guidelines regarding telecommuting and may be asked to sign a Telecommuting Agreement.

Graduate Research Assistant (GRA) Accommodations

Some graduate students may be able to carry out modified research duties following the birth or adoption of a child – thereby continuing progress towards the goals of their research, meeting the requirements of the external funding agency, and remaining in compliance for reporting effort on federal grants, if appropriate. (Modified duties may include: scholarly research and literature compilations, data processing and analysis, scientific writing, or preparation of other scientific communication materials). Students should check with their program’s graduate program advisor and graduate coordinator for information and discuss the feasibility of an accommodation with their supervising professor.

Cockrell School of Engineering Alternative Duty Accommodations

If graduate students appointed as TAs or GRAs cannot be accommodated by departments or research projects as outlined in Provisions 2 and 3 above, they may apply to the Cockrell School's Academic Affairs Office for a funded six-week alternative duties accommodation during the semester in which a child is born or adopted. The nature of the alternative duties will be determined in collaboration with the student’s supervising professor.

Parental Leave

In some cases, a complete break from all employment responsibilities may be most appropriate for new graduate student parents ([Authorization for Leave of Absence](#)). Benefits-eligible graduate student employees who continue to meet eligibility requirements for employment are entitled to Parental Leave of up to twelve weeks following the birth of a child or an adoption or foster-care placement of a child under age three. This leave is unpaid, and – unless the student qualifies for leave under the federal [Family and Medical Leave Act \(FMLA\)](#)– [employee health insurance premium sharing](#) is unavailable for any full month of leave (see the [Human Resources Parental Leave webpage](#)).

Application Requirements

After consulting with their supervising professor, students must apply in writing to their graduate program advisor for a parental accommodation. If the graduate program advisor determines that a Cockrell School of Engineering Alternative Duty Accommodation (Provision 4) is needed, a written request must route through the department chair to the associate dean of academic affairs.

Points to Note

- As with all academic employee appointments, future financial support is contingent upon satisfactory academic progress as defined by the student's GSC, and satisfactory job performance as defined by the employing unit.
- International students may have to satisfy additional obligations in provisions 2–5 above, and are strongly encouraged to consult in advance with the International Office about possible visa implications.
- In the event that a student’s request for accommodation is denied, the student may appeal to the dean of engineering, who will consider the appeal in coordination with the Cockrell School's Human Resources staff.
- If medical conditions indicate that additional accommodations may be necessary, students should contact [Services for Students with Disabilities](#) to determine what additional accommodations are reasonable.

Student Grievance Procedures

A graduate student with any type of grievance in the Department of Aerospace Engineering and Engineering Mechanics should initially contact the graduate program advisor, who is the head of the graduate studies committee. If that is inappropriate, the student should contact the department chair instead. They will endeavor to resolve grievances informally within the department.

When issues cannot be resolved informally, the graduate student may express a formal grievance through the Graduate School with the assurance of timely and thorough consideration. A graduate student has the right to seek redress of any grievance related to her or his academic affairs. Grievants are assured freedom from reprisals for the filing of their grievances.

All complaints must be submitted in writing to the Office of Graduate Studies, which will notify the chair of the graduate studies committee, the department chair, and the dean of the college or school that a grievance has been filed and of the procedures for handling the grievance.

A student must initiate his or her complaint within six months of the incident that is the subject of the grievance.

Full details of the formal adjudication process are in section D on this page of the Handbook of Operating Procedures.

Grade Disputes

Grade disputes are handled according to departmental review policies by the department offering the course in question. The order of review for grade disputes is the course instructor, graduate program adviser, department chair, and dean of the college or school offering the course. The decision of the college or school dean is final.

Resources

Please inform the Graduate Coordinator if any of these links are out-dated, or if you have questions that are not answered by these pages. Nearly all the links contained in these pages, and more are on the UT Student Resources page.

Academic Resources

Graduate Degree Planner see all the courses you have taken so far and are registered for.

Libraries

Professional librarians are available to help students find the resources they need. Don't hesitate to contact them.

- Contact for Engineering Librarians
- Library Guides for Graduate Students

The library holds workshops on topics like Time-management and How to Publish Research. The Scholars Commons in the PCL library is an area exclusively for graduate students to study and collaborate.

Dissertation and Writing resources

- [Thesis and Dissertation Templates](#) official from the Graduate School.
- [Dissertation Listserv and Resources](#) from the Intellectual Entrepreneurship program.
- [Graduate Student Writing Services](#) program all graduate students can use this one-to-one service; trained consultants can work with you at any point in the writing process – brainstorming to end product.

Services for Students with Disabilities

The University of Texas at Austin provides a wide variety of services to assist students with disabilities. These services vary according to the different types and degree of disability.

Supporting the academic efforts of students with disabilities is the primary goal of SSD. Students registering with SSD provide documentation of their disability for verification and support of appropriate services and accommodations. [Documentation guidelines for specific disability categories](#).

All accommodations are approved on a case-by-case basis; some of the assistance frequently offered to students include:

- Priority registration
- Texts in an alternative format
- Note-taking assistance
- Test readers and scribes
- Extended test-taking time
- Sign language interpreters
- Communication Access Realtime Translation (CART)
- Campus accessibility information
- Training sessions and workshops
- Referrals to other campus and community services
- Type well services

Phone: 512-471-6259

Fax: 512-475-7730

Video Phone: 512-410-6644.

Web: <http://ddce.utexas.edu/disability/>.

Email: ssd@austin.utexas.edu.

Location: Student Services Building (SSB) Fourth Floor, Room 4.206.

Hours: (Office & ATEC Lab) Monday–Friday 8 a.m.–5 p.m.

Prepare for After Graduate School

[Engineering Career Assistance Center](#) M-F 8 am-12 Noon and 1-5 pm. Services are available to all current students and alumni, including:

- CV & Resume writing.
- Interviews
- Contract negotiation
- Career Expo
- Free Headshots- drop in any time during business hours

Portfolio Programs opportunities to obtain credentials in a cross-disciplinary area while completing a degree. Usually consists of four graduate courses and a research presentation. Topics include:

- Applied Statistical Modeling
- Dispute Resolution
- Energy Studies
- Molecular Biophysics
- Nanomanufacturing
- Sustainability

Public Affairs Dual Degree Masters program housed in CAEE is open to all Engineering graduate students.

Student Employee Excellence Development (SEED) Free one hour courses from HR on topics like:

- Managing peers
- Redefining feedback
- Stress Management
- Inclusive Leadership

Texas Science Toastmasters improve your public speaking and presentation skills, while meeting scientists from across campus.

Texas Venture Labs Collaborate with McCombs students to build a viable business idea.

Minute Thesis International competition to explain your research in laymen's terms, in 3 minutes.

Graduate Certificate in Engineering Education designed for graduate students interested in pursuing engineering faculty positions.

LinkedIn Learn Online training on all kinds of software, time and email management, all kinds of professional development. Free login with EID.

The Sanger Learning Center holds workshops on topics like, “Study smarter, not harder,” to help you be the most efficient student and researcher you can be.

Department of Statistics and Data Sciences offers one free hour of consultation per week, to each student. They also have paid short courses in R, Python, Stata, Matlab, SQL, Excel, and free online tutorials.

Versatile PhD. A tool to help graduate students interested in non-academic careers explore the extensive range of available options. Access premium content area with your UT EID.

PhDs at Work. A network for professionals with PhDs working across industries.

PhD Career Stories. A podcast for people interested in career possibilities after a PhD. Focuses on STEM.

Beyond Academe. A site to educate PhDs about options outside academe. Focuses on historians.

The Professor is In. Advice and consulting services on the academic job search and all elements of the academic and post- academic career.

Websites about Higher Education (with job boards)

- [The Chronicle of Higher Education](#)
- [Chronicle Vitae](#)
- [Inside Higher Ed](#)

Conflict Management

We all experience workplace conflict. The way we respond to any situation determines the outcome. The following are links to available UT resources to conflict management. Most of these resources will empower you to solve your conflict rather than solve it for you.

Resources for One-on-One Meetings (confidential)

- [Office of the University Ombuds](#)
- [Employee Assistance Program](#)
- [Counseling & Mental Health Center](#)

Resources for mediation and facilitation

- [Office of the University Ombuds \(confidential\)](#)
- [Conflict Management & Dispute Resolution Office](#)
- [Strategic Workforce Solutions](#)

Resources for training on effective communication

- [Student Employee Excellence Development Program](#)
- [Leadership and Ethics Institute](#)
- [University of Texas Project on Conflict Resolution](#)
- [Conflict Management & Dispute Resolution Office](#)

Resources for legal issues and grievance procedures at UT

- [Legal Services for Students](#)
- [Graduate School Grievance Resources](#)

Emergency Contacts

If you have an emergency anywhere on campus, **PLEASE CALL 911**. Your call will be routed to the correct dispatch office according to your location.

Call UT Police on 512-471-4441 in the following non-emergency situations:

- Event Security Requests
- Crime Prevention
- Criminal Investigations
- Lost and Found
- Records
- Recruiting
- Non-emergency calls

General University Information – 512-471-3434.

Call this number for questions about university events and academic issues.

Facility Services - 512-471-2020.

Call this number if you have questions or reports about building outages, water line issues, landscape issues, or general maintenance needs.

Emergency Notification: <http://emergency.utexas.edu/>. (Department number- 512-471-7593)

Logistical Resources

Communications Resources

Guidelines for using [Department templates, logos, branding, etc.](#)

Updating Contact and Bank Details

Students should make sure the graduate coordinator has their current email address, and all contact information is up-to-date in the [UT Directory](#). To change your email address for the graduate program list serv, email the graduate coordinator. For all other list servs, update your contact information in the UT Directory or email the owner of the individual list serv.

For nonpayroll payments, including fellowship payments, refunds, and reimbursements, complete the [Electronic Funds Transfer \(EFT\)](#).

Establish or update [Direct Deposit](#) information for payroll payments, including GRA and TA stipends. You will only be able to access this website after you have an active employee assignment.

Note: Access requires an upgraded UT EID (i.e., The University of Texas at Austin has been presented with physical proof of an individual's identity such as a driver's license or passport). [Upgrading your UT EID.](#)

Transportation and Parking

Students ride free on all Capitol Metro Buses, UT shuttle buses, MetroRapid, and Light Rail with a student ID card. The shuttle bus service covers campus and many parts of Austin, including the Pickle Research Center. Maps, timetables and travel planner available on the [CapMetro website](#).

The bus timetable is also linked to the bus stop icons in [GoogleMaps](#) and to the GoogleMaps route-planner, and the [Transit App](#) has live arrival times, route maps and a journey planner on a platform that is more stable than the CapMetro App.

Parking is very limited at UT Austin. All registered students are eligible to purchase a ‘C’ hangtag permit. Registered graduate students who are employed by UT for at least twenty hours per week (GRAs, TAs, and some fellowship holders) may request an ‘A’ hangtag permit online. Note that you will not be able to purchase an 'A' ticket until your work appointment begins. The graduate coordinator sends in a parking verification form to the parking office in late August. If you believe you qualify for ‘A’ parking and the parking office does not have your name, contact the graduate coordinator. For more information on eligibility, fees, location of the parking lots, or other information on parking, contact [UT Parking](#).

Finding Housing

We encourage you to read the University's [Safety Guide for Off-Campus Housing](#) as well as educate yourself about tenants’ rental rights through the [Austin Tenants' Council](#).

- Off-Campus Housing
UT Austin’s Texas Global website provides some great [housing resources for both international students and US citizens](#). They have detailed information regarding apartment guides, apartment finders, Austin-area utilities (electric, water, gas, etc.), average rental rates, rental terminology, rental procedures, and Austin-area bus routes and bus schedules for students. Texas Global also provides a list of questions to ask when searching for an apartment off-campus, and rental termination procedures. The UT Graduate Office also offers [online resources to aid students in the housing search](#), and has a grad student housing survey from across campus.
 - [Craigslist Austin](#) hosts a number of off-campus housing listings.
 - There are roommate finder Facebook pages, which some students have found useful.
- University Housing
The University of Texas at Austin owns one [off-campus apartment complex](#) specifically for graduate students, married students, and families. This property has a very long waitlist, and if you are interested in getting on the waitlist, you should do so immediately. While the majority of graduate students live off-campus, graduate students are eligible for on-campus housing in the [University Residence Halls](#) alongside undergraduate students. The East Campus Graduate Apartments provide a community exclusively for graduate students at The University of Texas at Austin:
<https://housing.utexas.edu/housing/east-campus-graduate-apartments>

- International Student Organizations as a Housing Resource
Many international student organizations, maintain their own websites that provide housing (and other) resources for international student members. To find your respective international student organization, search the list of registered student organizations on the UT Austin’s [Dean of Students Organization Database](#).
- Buy/Sell Furniture
Moving house usually involves buying and selling furniture. [UT Buy/Sell/Trade/Free](#) and [UT Austin Goods Exchange](#) are both Facebook pages that require a @utexas.edu email address for membership.
 - [City of Austin City Government Offices Other Resources](#).
 - [UT Maps](#): when Google can't figure out what that building code stands for.
 - [Campus Computer Store](#): discounted hardware and software, limited stock on campus and a large online inventory.

Mental Health Resources

Situation:	Plan of Action:
I’m experiencing an emergency or immediate safety threat and/or concern.	Call 911 or UTPD: 512-471-4441
I’m experiencing a crisis	Call the UT 24/7 Crisis Line : 512-471-2255 or walk- in to UT’s Counseling and Mental Health Center (CMHC) Monday-Friday, 8:00am-5:00pm, SSB 5th floor
I’m concerned another person at UT may be in crisis	Call the Behavior Concerns Advice Line (BCAL): 512-232-5050
I might need mental health support	Reach out to UT’s Counseling and Mental Health Center (CMHC): 512-471-3515, Monday-Friday 8:00am-5:00pm, SSB 5th floor to speak with someone about the best support option for you, including individual and group counseling, classes and workshops. UT employees may be eligible for individual video counseling through UT’s Employee Assistance Program: 512-471-3366
For non-mental health support with an emergency	Contact Student Emergency Services at 512-471-5017 or in SSB 4.104

Behavior Concerns Advice Line (BCAL) 512-232-5050.

Are you worried about a student in your class, bothered that your roommate has been acting differently, or concerned about the behavior of a co-worker? Do you have concerns but are not sure what to do? If so, contact the Behavior Concerns Advice line at **512-232-5050** or [submit your concerns using the online form](#).

The Behavior Advice Line is a service that provides The University of Texas at Austin's faculty, students, and staff an opportunity to discuss their concerns about another individual's behavior. Trained staff members will assist the individual in exploring available options and strategies. They will also provide appropriate guidance and resource referrals to address the particular situation. Any concerns for the welfare of a fellow student can be directed to this number. Confidentiality will be maintained as much as possible, however the university may be required to release some information to appropriate parties. Your online request is not anonymous. If you wish to remain anonymous please call the BCAL line at 512-232-5050.

Cases that present an immediate threat to self, others, or property should be considered an emergency and should be directed to The University of Texas Police Department (UTPD) by calling 911.

Counseling and Mental Health Center (CMHC)

The CMHC provides counseling, psychiatric consultations, and prevention services that facilitate student's academic and life goals while enhancing their personal growth and wellbeing. They have short-term individual counseling, group counseling, workshops, classes, and MindBody labs.

[CMHC Crisis Line](#) is a confidential service of CMHC that offers an opportunity for UT-Austin students to talk with trained counselors about urgent concerns. A counselor is available every day of the year, including holidays. You can call us when you want, at your convenience. Our telephone counselors will spend time addressing your immediate concerns. Our telephone counselors also have specific training in responding to crisis situations.

Counselors in Academic Residence Program (CARE)

[CARE](#)'s primary mission is to provide access to mental health support for students who are struggling emotionally and/or academically. Our presence normalizes the counseling process and makes us readily available for services. We decrease barriers by assisting students in a location that is familiar and convenient for them. CARE counselors get to know the concerns that are unique to their college's students. They integrate in the college and provide support and consultation on mental health issues for advisors, faculty and dean's staff.

The CARE counselor for the Cockrell School of Engineering is [Danielle Underwood, LCSW](#). She is located in Engineering Education and Research Center (EER) 2.848. Call 512-471-8396

Student Emergency Services (SES)

[SES](#) helps students and their families during difficult or emergency situations. Assistance includes outreach, advocacy, intervention, support, and referrals to relevant campus and community resources. Please note, their office does not provide counseling services.

Social and Personal Support

Graduate Student Assembly

Graduate students at The University of Texas at Austin are represented by the [Graduate Student Assembly](#), which is their official means of communication with the administration of the University.

Graduate Engineering Council

The Graduate Engineering Council (GEC) is a registered student organization officially sponsored by the Cockrell School of Engineering, whose purpose is to serve the needs of graduate engineering students. GEC hosts a plethora of events, including the annual Graduate and Industry Networking (GAIN) conference, the Energy Seminary Series, and the Academic Career Preparation Seminar Series. GEC also strives to enrich the graduate experience by hosting various social events, such as the GEC Welcome BBQ and GEC Boat Party.

For more information about GEC membership and benefits, please e-mail utexasgec@gmail.com, attend the meeting at Gone to Engineering, or visit the [GEC website](#).

Aerospace and Engineering Mechanics Graduate Student Organization (AEMGO)

The Aerospace Engineering and Engineering Mechanics Graduate Student Organization (AEMGO) will serve to foster relations between graduate students, faculty, department officials, industry, and the University and Austin local community. The organization shall also promote and encourage intradepartmental interactions between graduate students with the aim of improving their quality of life. The organization shall also strive to augment the eminence of UT's already reputed and highly-ranked Aerospace Engineering and Engineering Mechanics Department.

Graduate Ladies of Aerospace and Mechanics (GLAM)

Graduate Ladies of Aerospace and Mechanics (GLAM) is an organization to support women and non-binary individuals in the Aerospace Engineering and Engineering Mechanics graduate program. We meet once a month for lunch or coffee (with free chocolate!) to connect and discuss school, employment, and life. Elections are held annually in December.

Other Organizations

- [Engineering Student Organizations](#) Student organizations within the College of Engineering
- [Student Organizations Directory](#) Full listing of the hundreds of student organizations on campus.

Health and Wellness

UT Recsports Gym Facility and Intramural Sports

University Health Services two blocks from CPE in the Student Services Building, all students are eligible to use UHS. They take most insurances, and have very affordable out-of-pocket rates.

Counseling and Mental Health Center in the same building as UHS, they have:

- 1:1 counseling.
- Support groups.
- Workshops.
- MindBody Labs.
- Crisis Line: 512-471-CALL (2255).

Emergency Preparedness Guidance from the university on what to do during emergencies and disasters

Student Emergency Services Resources to help with unexpected problems such as:

- Family Emergency.
- Medical or Mental Health Concern.
- Interpersonal Violence (stalking, harassment, physical and/or sexual assault).

Behavior Concerns Advice Line if you are concerned about someone's behavior, including harassment and self-harm 512-232-5050

Student Ombuds the ombuds is confidential, Non-judgmental, and will suggest solutions to problems you may face Legal Services free legal advice for students, including advice in these areas:

- Landlord/Tenant and Renting
- Traffic Tickets
- Consumer Issues
- Employment Law

Services for Students with Disabilities ensures students with disabilities have equal access to their academic experiences at the University of Texas at Austin by determining eligibility and approving reasonable accommodations.