

Engineer Your **FUTURE!**



2 0 2 6 F I R S T - Y E A R H A N D B O O K



Engineering

University of Windsor

uwindsor.ca/engineering

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Engineering
University of Windsor



Dr. Jennifer Johrendt
Associate Dean
Student Affairs

Welcome, First-Year Students

WINONE, the Office for First Year Engineering, welcomes you to the University of Windsor!

As an engineering student at UWindor, you'll be surrounded by classmates, mentors and faculty who share your passion for engineering, innovation and research. Appreciate the diversity that exists on our campus and take advantage of the experiential opportunities that exist locally and globally to learn and grow as an individual and future engineer. We can't wait to see how your ideas and contributions will further enrich our great community and the lives of others around the world!

This first-year student handbook will help you navigate your journey as a new student in the UWindor Engineering program. Please read it carefully and keep it in a place where it will be readily available as a reference.

Meet with me

We're dedicated to your success. Schedule an appointment with me using the link below so I can help you navigate key parts of your first-year experience.

Book an in-person or online appointment:

uwindsor.ca/engineering/1197/academic-advising



WINONE Office for First-Year Engineering
Engineering Student Support Services Centre
Room 1160
Ed Lumley Centre for Engineering Innovation
2285 Wyandotte St. W.
Windsor, Ont., Canada N9B 3P4

519-253-3000 ext. 2560
519-971-3622 (Fax)
winone@uwindsor.ca
uwindsor.ca/WINONE

 **@UWindsorEngineering**

 **@UWindsorENG**

 **UWindsor Engineering**

 **UWindsor Engineering**

 **uwindsor_eng**

#UWindsorENG

Share the inspiring moments and events you experience during your first semester. Tag your pics and posts with our hashtag to join the conversation.

Associate Deans and Support Staff



Dr. Jennifer Johrendt
Associate Dean,
Student Affairs
WINONE@uwindsor.ca



Dr. Afsaneh Edrisy
Associate Dean, Academic
engadmin@uwindsor.ca



Dorothy Gabriel
Administrative Assistant
to Associate Dean,
Student Affairs
WINONE@uwindsor.ca



Denise Lougheed
Secretary to Associate
Dean, Academic
engadmin@uwindsor.ca

Academic Advising

Do you have questions about program or course selection? Are you wondering how to select your Capstone project or maybe have questions about graduate studies or your career pathway? Our Engineering faculty department advisors are here to help with these questions and more! uwindsor.ca/engineering/1197/academic-advising

First-year students in all undergraduate four-year programs
WINONE@uwindsor.ca

Civil Engineering
Environmental Engineering
uwindsor.ca/engineering/civil/advisor

Electrical Engineering
uwindsor.ca/engineering/electrical/405/undergraduate-academic-advisor

Mechanical Engineering (General, Aerospace, Automotive, Environmental, Materials)
Industrial Engineering
uwindsor.ca/engineering/mame/advisor

Mechatronic Systems Engineering
mechatronics@uwindsor.ca

Bachelor of Engineering Technology (General, Civil, Mechanical, Mechatronics) and transfer students
bengtech@uwindsor.ca

ask.UWindsor.ca

You can also visit ask.uwindsor.ca for more helpful information.

Tips For First-Year Students

LIFE IN THE CLASSROOM

- Go to class. You are paying for it, so get your money's worth!
- Take notes during class.
- Complete all assignments and keep up on assigned reading.
- Ask questions if you are confused. If you still don't understand, make a note to get help during your instructor's office hours.
- Join or form a study group with your peers.
- Be on time for classes and appointments.
- Bookmark the Office of the Registrar webpage uwindsor.ca/registrar for important academic deadlines, course registration/add/drop dates and when university fees are due, plus all other pertinent dates.
- The UWinsite Student is the University of Windsor's student information platform. Check it often.
- Respect others and the undergraduate spaces that you have the privilege of using.
- Pay all fees on time.
- Check for registration holds and the reason well in advance of your registration deadlines.
- Check for awards/scholarships on a regular basis.
- Visit the Associate Dean, Student Affairs for advising or your professors, GAs or TAs during office hours before you have a problem.
- Seek help when needed (tutoring, medical, personal, etc.) in the WINONE Office (CEI 1160).

LIFE OUTSIDE OF THE CLASSROOM

- Use a planner or develop an organizational system that works for you.
- Set aside several hours each day outside of the classroom for homework/study.
- Make time for yourself (make sure you are eating, sleeping, exercising, doing laundry and showering!)
- Get involved in a school organization or attend events.

STUDYING

- What worked for you in high school may not work here. Be prepared to adapt.
- For every hour that you are in class, plan to study a minimum of 2-3 hours outside of class.
- Utilize campus resources. S.T.E.P.S, Math & Stats Lab, Student Success Centre & WINONE Tutorials.
- Do not procrastinate. Know exam dates and start studying early!
- Break studying up into small parts; make sure you study each day.
- Find a distraction-free environment to study in (no TV or social media).

Need extra help? Our WINONE Tutorial offer free tutoring and mentoring with upper year engineering students.
uwindsor.ca/engineering/tutorials

COMMUNICATIONS

Please use your UWindsor email address for all correspondence with the University. Be sure to include your student ID number in each email. **Check it often!**

Your email address is your username@uwindsor.ca. You are required to activate and maintain a UWindsor email account. It is essential that you check your email daily as all official UWindsor communication will be sent to this address. After your graduation, your UWin ID type will transition from "Undergraduate Student (U)" or "Graduate Student (G)" to "Alumni (A)" and your UWin email account will remain active.



THREE KEYS TO SUCCESS

As you think about how to approach the semester, please note the three points below. These points reflect the expectations of your professors, GAs & TAs, and advisors; and are critical to academic success.

- 1** Attend every class and complete every assignment. Class is a critical component of your academic success. You not only cover course material but you gain a sense for what the professor believes to be important. There are 168 hours in a week; plenty of time to meet your obligations if you create a plan and follow through.
- 2** Spend 2-3 hours out of class on course-related work for every hour in class. Your learning is your responsibility. To have command of course content, you must approach the material from a variety of angles. Map out a chapter before reading. Outline lecture content the morning before attending that lecture. Review lecture notes and rewrite important concepts in your own words. Create a plan and stick to it!
- 3** Manage your assignments and obligations. Not all of your commitments happen weekly. It's important that you have a system for tracking your assignments or obligations (e.g., a planner or calendar). Include all of your homework assignments, exams, and due dates, along with appointments and other obligations in your planner.

DON'T LET THESE THINGS HAPPEN

- Fall behind in course work/studying/ assignments
- Play computer/video games to excess
- Party excessively
- Spend too much time socializing
- Lie/cheat/steal/plagiarize
- Get distracted from your academic goals
- Procrastinate
- Ignore good advice
- Overextend your credit
- Take courses you are not prepared for
- Let your CGPA fall below 60% (this is a signal that you are at risk, academically)
- Work too many hours at a part-time job when you have a full course load



The Iron Pin

In 2018, the Faculty of Engineering introduced the Iron Pin Ceremony. The ceremony highlight is the reciting of the UWindsor Engineering Oath and presentation of an Iron Pin to each student. By reciting the Oath, students pledge to uphold the ideals and expectations of the Faculty of Engineering, the University of Windsor, and the Association of the Professional Engineers of Ontario. Respect, ethics, and professionalism are key to the expectations that we hold for our Engineering

students as they work through the curriculum on a path to receiving their Iron Ring in their final year and a future career in Engineering. As students receive their Iron Pins, they will notice that there are three holes in the pin. The holes are placeholders for the bronze, silver, and gold medallions that they receive at the start of each year of their studies. The annual ceremonies remind them of the oath they've taken.

Learn more uwindsor.ca/engineering/oath

UWindsor Engineering Oath



As a member of the University of Windsor Engineering community:

- I promise to behave in a manner that demonstrates my commitment to academic integrity and my devotion "to high ideals of personal honour and professional integrity", as required by the Code of Ethics of the Association of Professional Engineers of Ontario.
- I promise to treat my fellow students, the staff and faculty members with fairness and loyalty, respecting the values of equity, diversity, and inclusivity in my campus community.
- I promise to treat University property and equipment with care and respect.
- I promise to resist and discourage any behaviour that may be in conflict with this oath.

To demonstrate my belief in the University of Windsor's core values, I pledge to strive towards:

- academic excellence,
- doing my part to promote equity, diversity, and inclusivity in my community and my profession, and make Engineering a safe and welcoming environment for all,
- care, compassion, and respect for all members of the campus community, and
- making a positive impact on campus and engaging my local community.

By taking this oath, I pledge that I will strive to work for positive change, become an upstanding member of my community, and a proud ambassador of the University of Windsor wherever I may be, before or after graduation.

¹ PEO Code of Ethics, accessed from R.R.O. 1990, Reg. 941: GENERAL (ontario.ca) on April 17, 2023.

² University of Windsor values, accessed from Our Vision and Mission | University of Windsor (uwindsor.ca) accessed on April 17, 2023.

Preparing For UWindsor Engineering

You are about to embark on an incredible journey of learning and exploration. This Guide to First Year provides an overview of how you can prepare for your first semester.

ACCEPT YOUR OFFER

Unlike other first-year UWindsor students, engineering students do not have to choose their courses. During the first year, you'll take general courses that have already been determined for you. You will be enrolled in your first semester courses by the WINONE First-Year Office and will be guided through the process to enroll in your second semester courses online. After your first year, you will select and enroll in your courses online, depending on your engineering program. Please visit future.uwindsor.ca/plan-your-program for more information about course registration.

GET TO KNOW UWINSITE STUDENT

Access UWinsite Student for the following:

- Register and search for courses
- Find scholarships and awards
- Apply to live in residence
- View your course timetable, exam schedule and final marks
- Order transcripts
- Check your account balance
- Access your academic status
- View your grades and academic standing
- Update your contact info
- Print your tax form (T2202A)
- View your fees and financial information
- Vote during student elections

uwindsor.ca/registrar/uwinsite-student

YOUR FIRST YEAR

You will need to use UWinsite Student in the summer to verify your personal information (email and mailing address). You will also use UWinsite Student to review your course schedule in late July.

WHAT IS THE DIFFERENCE BETWEEN MAILING ADDRESS AND PERMANENT ADDRESS?

Your mailing address is where you live during your academic career (e.g., on-campus residence or off-campus apartment), while your permanent address is where your parent(s) or guardian(s) live, or your long-term home base.

ACCESSIBILITY SERVICES

Accessibility Services facilitates the inclusion of students with disabilities into all aspects of university life and provides services — alternate test arrangements, note-taking accommodation and more — to help them succeed. If you require accommodations, it is important that you register with Student Accessibility Services.

uwindsor.ca/studentaccessibility

CASHIERS OFFICE - TUITION FEES

Chrysler Hall North, 1st Floor
401 Sunset Avenue Windsor, Ontario Canada N9B 3P4
Phone: 519-253-3000 Ext: 3307
Fax: 519-561-1434
cashiers@uwindsor.ca

TUITION FEE ESTIMATOR

uwindsor.ca/finance/fee-estimator

You can view tuition information on UWinsite Student. If you do not have a UWinsite Student account, email Tuitdep@uwindsor.ca for a receipt of your tuition deposit.

REGISTRAR'S OFFICE

Joyce Enterprenuership Centre, Room 100
Phone: 519-971-3650
Fax: 519-971-3653
registrar@uwindsor.ca
uwindsor.ca/registrar

UWINCARD OFFICE

This is your official UWindsor ID card that gives you access to the UWindsor Library and can be used on campus for printing, food and coffee. Your student ID card can also be used for booking undergrad CDIO rooms in engineering for private or group study.

You will also need your ID card or government photo ID for writing all mid-terms and final examinations. The office is located in the Joyce Entrepreneurship Centre, 1st Floor, West Entrance.

uwindsor.ca/uwincard

Preparing For UWindsor Engineering

CELL PHONES/ELECTRONIC DEVICES

Cell phones and other electronic devices should be turned off during class; they are prohibited during exams. This is out of respect for your instructor and fellow classmates.

LEDDY LIBRARY

The University of Windsor Leddy Library provides a diverse range of materials and services, including access to computers, print stations, group study and independent quiet study areas.

leddy.uwindsor.ca

CALENDAR

The Undergraduate Calendar is the official statement of new and revised programs and courses approved by the University of Windsor Senate. We highly advise you spend some time reviewing the calendar as it contains important information for your academic career. Your program will follow the calendar that is labeled according to the semester in which you started your program.

The calendar can be accessed on the Registrars website.

uwindsor.ca/secretariat/calendars

CAMPUS SAFETY AND SECURITY

The university provides on-campus security services around the clock. The walk safe program provides you with a protected escort by security officers 24 hours a day to any location on the campus. Contact Walk Safe for a walk by calling 519-253-3000 Ext. 3504.

Special Constable Service non-emergency 519-253-3000 Ext. 1234 and emergency is 519-253-3000 Ext. 4444

THE OFFICE OF HUMAN RIGHTS, CONFLICT RESOLUTION, AND MEDIATION

The Office of Human Rights, Conflict Resolution and Mediation promotes and protects human rights, facilitates conflict resolution, and offers mediation supports to students, faculty, and staff. They strive to create a safe space where individuals can seek assistance and guidance on matters of equity, inclusion, and justice.

uwindsor.ca/ohrcrm

PROGRAM INTAKES

First-year engineering courses have two starts — fall and winter.

Program Intake	Semester 1 Duration	Semester 2 Duration
Fall Start	September to December (Fall Term)	January to April (Winter Term)
Winter Start	January to April (Winter Term)	May to August (Summer/ Intercession Term)

JANUARY/WINTER START STUDENTS

Summer/Intercession courses are vital to your 2nd Year education. Because you started in January, your second semester will be in the summer from May to August. This way, you will have completed your first year of engineering by the end of August and can start your second year of engineering with the rest of the engineering students who normally start in the fall.

If you, as a January start student, must be absent for the summer then you can take the second semester (Term 2) of first year during the following January semester with the new incoming students. Doing so, however, will delay your anticipated graduation date.

You should speak to the Associate Dean - Academic or the Associate Dean - Student Affairs for counselling on this matter.

APPOINTMENTS

Associate Dean - Student Affairs

Dorothy Gabriel, Administrative Assistant
to Associate Dean, Student Affairs, WINONE Office
Room 1166, CEI
519-253-3000 Ext. 2560
WINONE@uwindsor.ca

Associate Dean - Academic

Denise Loughheed, Administrative Assistant
to Associate Dean, Academic
Room 2139, CEI
519-253-3000 Ext. 2565
engadmin@uwindsor.ca

Engineering First-Year Courses



All first-year engineering courses are mandatory unless transfer credit has been granted (for information about the transfer credit process, visit ask.uwindsor.ca). Course descriptions are available on the following pages.

SEMESTER 1 COURSES (OFFERED FALL AND WINTER)*

GENG-1101 - Engineering 1
GENG-1102 - Engineering Graphics
MATH-1270 - Linear Algebra (Engineering)
MATH-1720 - Differential Calculus**
PHYS-1400 - Introductory Physics 1

SEMESTER 2 COURSES (OFFERED WINTER AND SUMMER)*

GENG-1110 - Engineering Mechanics
GENG-1201 - Cornerstone Design
GENG-1202 - Introductory Electrical and
Computer Engineering
CHEM-1103 - Topics in General Chemistry
MATH-1730 - Integral Calculus

*Note: When multiple course sections are available, first-year students are grouped according to their student ID number. Students whose ID number ends with an odd digit (i.e. 1, 3, 5, 7, or 9) will be considered Group 1 students. Students whose ID number ends with an even digit (i.e. 0, 2, 4, 6, or 8) will be considered Group 2 students. Group 1 and group 2 students will be registered in designated sections of lectures and labs.

**If you did not take Calculus and Vectors (MCV4U) in high school, please identify yourself to the WINONE Office for First-Year Engineering by sending an email to WINONE@uwindsor.ca. An alternate math course is recommended.

Engineering timetables are posted on the WINONE website at uwindsor.ca/engineering/WINONE/resources and include up-to-date class numbers. Class number is a unique four-digit number that can be useful when searching for courses on UWinsite Student.

Faculty of Engineering Course Descriptions

SEMESTER 1

GENG-1101 Engineering 1

Overview of the engineering profession: fields, career development, sustainability, health and safety, relation to society, business and entrepreneurship, ethics, equity, and Canada's Truth and Reconciliation process. Academic integrity, strategies for university success, academic regulations, engineering-related extracurricular activities. Effective oral and written technical communication: informative and persuasive presentations; resumes and job search communications; technical writing and formatting; information gathering and analysis; research documentation and referencing; the use of visual tools such as graphs, figures, and tables; e-portfolios; and technical reports. (Open only to Engineering students.) [3 lecture hours and 1.5 tutorial hours weekly.]

GENG-1102 Engineering Graphics

Visualization techniques, graphical communication using sketching, descriptive geometry, and computer-aided design (CAD) for orthographic projection, pictorial drawings, dimensioning, section views, and auxiliary views. Reading engineering drawings. Engineering graphics e-portfolio and CAD project to develop visualization skills and task completion skills. (Open only to Engineering students.) [4.5 hours weekly.]

MATH 1270 Linear Algebra (Engineering)

Linear transformations, matrix algebra, determinants, vectors in R^n , dot product, orthogonalization, diagonalization, eigenvectors and eigenvalues, in the context of and with an emphasis on a broad range of applications in Science and Engineering. (Prerequisite: MATH-1280 or both Ontario Grade 12 Advanced Functions (MHF4U) and Calculus and Vectors (MCV4U)) (Antirequisite: MATH-1250, or MATH-1260.) [3 lectures hours, 1 tutorial hour per week.]

MATH-1720 Differential Calculus

This course will cover trigonometric functions and identities, inverse trigonometric functions, limits and continuity, derivatives and applications, mean value theorem, indeterminate forms and l'Hôpital's rule, antiderivatives and an introduction to definite integrals. This course is for students who have taken both Ontario Grade 12 Advanced Functions (MHF4U) and Ontario Grade 12 Calculus and Vectors (MCV4U). Students who do not have credit for MCV4U should take MATH-1760. (Prerequisites: Ontario Grade 12 Advanced Functions (MHF4U) and Ontario Grade 12 Calculus and Vectors (MCV4U) or MATH-1780.) (Antirequisite: MATH-1760.) [3 lecture hours, 1 tutorial hour per week.]

PHYS-1400 Introductory Physics I

First semester in a four-semester sequence in calculus-based introductory physics with an emphasis on mechanics. (Prerequisites: Grade 12 "U" Advanced Functions and Introductory Calculus or equivalent. Recommended co-requisite: MATH-1720.) [3 lecture hours per week, 3 laboratory hours per week.] Open to students in Engineering, Human Kinetics, Forensic Science, Bachelor of Arts and Science, , and all programs within in the Faculty of Science; exceptions only with the permission of the Head or designate. (Antirequisites: PHYS-1300, PHYS-1305.)

SEMESTER 2

CHEM-1103 Topics in General Chemistry

An introduction to selected topics in modern chemistry for engineering: atomic and molecular structure, properties of matter and the periodic table, macroscopic chemical systems, stoichiometry, properties of the equilibrium state and applications to thermochemistry and electrochemistry. (Prerequisite: Grade 12 "U" Chemistry or equivalent.) [3 lecture, 3 laboratory hours a week.]

GENG-1110 Engineering Mechanics

Statics of particles and rigid bodies; trusses, frames, machines; centroids and centres of gravity; friction. [3 lecture, 2 tutorial hours a week.]

GENG-1201 Cornerstone Design

The engineering design process: problem formulation, functional requirements and constraints, competitive evaluation and areas of improvement, conceptual design through ideation sketches, selection of design, communication of the design solution, prototype construction, testing, iteration, reporting. Includes group work to develop personal, teamwork, leadership, and task completion skills as part of the design process. (Prerequisite: GENG- 1102. Open only to Engineering students.) [4.5 hours weekly.]

GENG-1202 Introductory Electrical and Computer Engineering

This course introduces the fundamentals of electrical and computer engineering, including introductory selected topics on circuit elements and analysis, semiconductor devices, optical devices, sensors, electric motors, operational amplifiers, and logic gates. (Open only to students in Engineering)

MATH-1730 Integral Calculus

This course will cover antiderivatives, the definite integral and the fundamental theorem of calculus, techniques of integration, applications, improper integrals, sequences and series, convergence tests, power series, Taylor and Maclaurin series, and polar and parametric coordinates. (Prerequisite: MATH-1760 or MATH-1720.) [3 lecture hours, 1 tutorial hour per week.]



FIRST YEAR AND WINONE

FIRST YEAR

All engineering programs begin with a common first year providing students flexibility in program choice. In your first year, you will learn and explore subjects important to engineering including:

- Forces, motions and movement
- Electricity and magnetism
- Mathematics and its applications
- Design and graphical communications
- Chemical and material interactions
- Technical communications
- Engineering group design project
- Introduction to basic electric circuits

ADMISSION REQUIREMENTS

All engineering streams require a minimum 74% average from the top six high school courses, as well as an average of 74% between MHF4U, SCH4U, and SPH4U. MCV4U is strongly recommended.

EXPERIENTIAL LEARNING

The Faculty of Engineering's co-op option in many of its programs gives you a well-rounded education founded both in academic theory and real-world application.

By combining your studies with full-time, paid employment in career-related positions, you will be able to apply what you learn in the classroom, gain related, hands-on experience, network with employers, explore career options and learn how to compete confidently in the job market. We offer placement opportunities with a wide range of corporate partners and government agencies.

WINONE OFFICE

The Faculty of Engineering WINONE Office provides additional counselling, explains the educational requirements of your degree and gives you extra support to help you succeed. The office can also connect you with other services on campus to help you make the most of your university experience. Reach out to WINONE by emailing WINONE@uwindsor.ca or calling 519-253-3000 Ext. 2560.

A FIRST-CLASS FACILITY

Our \$112-million Ed Lumley Centre for Engineering Innovation (CEI) rivals the technical sophistication of any postsecondary institution in Canada.

The CEI was constructed to meet the highest environmental standards and to provide learning opportunities throughout the facility since 2012.

CAREER PATHS

- Industry 4.0 and 5.0 manufacturing and production
- Aerospace
- Renewable energies
- Systems design/operation/building/ maintenance
- Water resources
- Transportation
- Pollution control and prevention
- Advanced computing and communications
- Medicine and medical technology
- Sustainable technologies development
- Structural design
- Failure analysis
- Construction and infrastructure renewal
- Scheduling and optimization
- Automotive product design and manufacturing
- Environmental protection
- Project, process and systems management
- Robotics and advanced electronics
- Power generation and distribution

BACHELOR OF APPLIED SCIENCE IN ENGINEERING

The demands on professional engineers around the world are increasing in terms of what they must address. Our society must confront technical, societal and environmental issues.

As an engineer, you will have an opportunity to contribute to society by helping to plan communities, provide clean drinking water, build bridges or design the next generation automobile.

The Faculty of Engineering offers programs designed to develop your professional competence and prepare you to solve the technical problems of society and the global environment. UWindsor's unique climate of co-operation between academic, business and industry sectors gives you access to outstanding career opportunities.

DEGREE PROGRAMS

- Civil Engineering
- Environmental Engineering
- Electrical Engineering
- Industrial Engineering (optional Minor in Business Administration)
- Mechanical Engineering (general mechanical engineering degree, or with option in Aerospace, Automotive, Environmental, and Materials)
- Mechatronic Systems Engineering

CIVIL ENGINEERING

As a civil engineer, you will play a critical role in designing, upgrading, and maintaining infrastructure. Civil engineering is one of the broadest areas of engineering practice, and includes multiple fields of practice, such as structural analysis and design, roadways and smart transportation innovations, bridges and superstructures, municipal works, geotechnical applications, hydraulics and waterways, and much more.

PROGRAM DESCRIPTION

The Department of Civil and Environmental Engineering offers two separate degree programs: Civil Engineering and Environmental Engineering. Both programs are similar in many respects, but each offers its own unique strengths. If you choose to specialize in civil engineering, after first year, you will take courses such as structural analysis, soil mechanics, the mechanics of deformable bodies, fluid mechanics, construction management, transportation, as well as how to design structures composed from wood,

concrete and steel. These will serve as a broad base to establish a career in the many different areas related to civil engineering.

CAREER TRACKS

Civil engineer, Concrete engineer, Consultant, Design engineer, Environmental specialist, Facility manager, GIS modeler, Industry trainer, Operations director, Policy analyst, Project manager, Quality assurance supervisor, Structural engineer, Structural inspector, Transportation engineer, and Water resources engineer.

CONTACT US

Department of Civil & Environmental Engineering
519-253-3000, Ext. 2550
ceel@uwindsor.ca
uwindsor.ca/engineering/civil

ELECTRICAL ENGINEERING

Electrical and Computer Engineering offers you a diverse range of exciting opportunities in high-tech industries.

As an electrical engineer, you will design communications systems, electrical power grids, circuits, electric motors, electronic sensors, and many more of the technologies and applications that are so important to society today.

PROGRAM DESCRIPTION

After first year, you will take courses in programming, circuit analysis, digital design, electromagnetic fields and photons, signals, and physical electronics.

Third and fourth-year courses include microprocessors, analog communications, intelligent computing, power electronics, computer networks and security, wireless communications, and digital computer architecture.

In fourth year, you can select technical electives that focus on communications, computer engineering, automotive electronics, and electronics.

CAREER TRACKS

Automation manager, Biomedical engineer, Computer engineer, Consultant, Controls designer, Design engineer, Electrical engineer, Industry trainer, Network co-ordinator, Project manager, R&D research engineer, Robotics technician, and Software engineer.

CONTACT US

Department of Electrical and Computer Engineering
519-253-3000, Ext. 2570
eece@uwindsor.ca
uwindsor.ca/electrical

ENVIRONMENTAL ENGINEERING

Environmental engineers use chemistry, biology, ecology, and engineering principles to assess, remediate, and monitor air, water, and land pollution challenges. Environmental engineers address multiple issues, ranging from how to minimize climate change effects on our infrastructure and systems, to providing clean drinking water, to cleaning wastes before they re-enter our ecosystems. Ensuring that our operations are sustainable for future generations is one of the greatest challenges facing society, and environmental engineers are part of the solution.

PROGRAM DESCRIPTION

The Department of Civil and Environmental Engineering offers two separate degree programs: Civil Engineering and Environmental Engineering. Both programs are similar in many respects, but each offers its own unique strengths. UWindsor offered the first environmental engineering degree program in Canada.

After a common first year, you will specialize in subjects such as air pollution, water pollution control, chemical reaction

engineering, environmental microbiology, waste management, and assessing the sustainability and environmental performance of engineering projects and systems. These will serve as a broad base to further develop and apply your environmental expertise to a wide variety of environmental situations that may face industry and the community.

CAREER TRACKS

Biological engineer, Design engineer, Energy resources manager, GIS modeler, Environmental engineer, Environmental geologist, Operations director, Policy analyst, Project manager, Quality assurance supervisor, Research and development, & Water resources engineer.

CONTACT US

Department of Civil & Environmental Engineering

519-253-3000, Ext. 2550

cee@uwindsor.ca

uwindsor.ca/engineering/civil

INDUSTRIAL ENGINEERING (MINOR IN BUSINESS ADMINISTRATION)

Industrial engineers answer the needs of organizations to operate efficiently and cost effectively. As an industrial engineer, you may use intelligent processes to streamline production systems, design flexible manufacturing approaches, and you will use a wide range of knowledge to do so, including operations research, manufacturing sciences and enterprise resources planning/integration.

PROGRAM DESCRIPTION

The University of Windsor is one of the few institutions in Canada to offer an undergraduate degree program in Industrial Engineering. This program is offered through our Department of Mechanical, Automotive, and Materials Engineering at UWindsor.

Your education will begin with a broad base of fundamental science, mathematics and engineering knowledge in courses that are common to all programs in first year.

Our program will allow you to engineer how systems interact with one another. We also offer Industrial Engineering with a

Minor in Business Administration, in cooperation with the University's Odette School of Business. This curriculum will prepare you for management and leadership careers in industry and manufacturing within four years.

CAREER TRACKS

Assembly maintenance, Consultant, Design engineer, Facility manager, Industrial engineer, Industry trainer, Materials manager, Office manager, Operations director, Packaging specialist, Performance specialist, Policy analyst, Process engineer, Project manager, Quality assurance supervisor, Quality engineer, Simulation analyst, Strategic logistics, & Technical specialist.

CONTACT US

Department of Mechanical, Automotive and Materials Engineering

519-253-3000, Ext. 2616, 2596

mech@uwindsor.ca

uwindsor.ca/mame

MECHANICAL ENGINEERING (AEROSPACE, AUTOMOTIVE AND MATERIALS OPTIONS)

The field of Mechanical Engineering includes two broad areas of study. The first involves heat and power, and is referred to as thermofluids. The second involves the study of solid mechanics, which includes designing mechanical parts, determining the forces on those parts during operation and analyzing their performance as part of larger machines and systems.

PROGRAM DESCRIPTION

The Department of Mechanical, Automotive and Materials Engineering offers a multi-faceted program where you tackle real-world problems, interact with local industry, and enjoy a hands-on experience. You can choose to stay in the General stream and select technical electives from a variety of areas, or choose one of the following:

- 1) Aerospace Option** - learn about the fundamentals behind aerospace design, including propulsion, aerodynamics, flight dynamics, unmanned aerial vehicles; highlight is launching rockets at international competition as a member of the rocket team.
- 2) Automotive Option** - study topics such as vehicle dynamics, internal combustion engines, diesel technology, and fuel cell technologies. A highlight is the opportunity to design, build and race vehicles in events sponsored by the Society of Automotive Engineers.

3) Environmental Option - focus on subjects such as water/ wastewater treatment, noise control and abatement, environmental assessment, and recycling and materials recovery.

4) Materials Option - evaluate the structure and properties of metals, ceramics, polymers and composites to optimize designs.

CAREER TRACKS

Agricultural equipment, Automotive/Aerospace engineer, Automation Systems Designer, Energy generation, Forestry, Heavy industry equipment, Materials Development Specialist, Manufacturing Engineer, Medical devices, Mining Engineer, Military/Defence, Nuclear, Petroleum, Plastics, Railway, R&D engineer, Steel/Metal production, & Transportation.

CONTACT US

Department of Mechanical, Automotive and Materials Engineering
519-253-3000, Ext. 2616, 2596
mech@uwindsor.ca
uwindsor.ca/mame

MECHATRONIC SYSTEMS ENGINEERING

Mechatronics Systems Engineering (MSE) is a multidisciplinary field at the intersection of mechanical, electrical, and computer engineering principles to design, develop, and integrate advanced technologies into systems. Mechatronic systems are all around us and are found in the form of industrial robots, drive-by-wire automobiles, autonomous air/land/underwater vehicles, modern household appliances, medical resonance image (MRI) machines, smart structures, cybernetics, and other intelligent electro-mechanical systems. Mechatronics systems are already ubiquitous and are growing at an unprecedented pace as our world becomes increasingly automated. Graduates of the program will contribute to advancing technology and industry, tackling current and future engineering challenges at the intersection of these disciplines.

PROGRAM DESCRIPTION

The Mechatronic Systems Engineering (MSE) program aims to leverage machine learning, artificial intelligence, and computer vision techniques to enhance mechatronics system performance. The MSE program offers two areas of specialization:

- 1) Autonomous Vehicles**
- 2) Intelligent**

Manufacturing, which are in increasingly high demand in the labour market. Graduates of the MSE program will possess a deep understanding of both theoretical concepts and practical applications, enabling them to contribute to advancing technology and tackling current and future engineering challenges. Students in this program may take additional courses to complete their private pilot's license.

CAREER TRACKS

Automation Engineer, Controls Engineer, Electro-Mechanical Systems Engineer, Real-time Systems Engineer, Robotics Engineer Systems Engineer, iPhone Product Design Engineer, Program Manager, Mechanical Engineer, Android Partner Engineer, Automotive Engineer, Aerospace Engineer and Manufacturing Engineer

CONTACT US

Departments of Electrical and Computer Engineering & Mechanical, Automotive and Materials Engineering
519-253-3000, Ext. 2616, 2570
mechatronics@uwindsor.ca

Course Information

FIRST YEAR COMPLETION

In order to register for second year, you must complete 80% of your first year courses. If this is not the case, you will have to meet with an Academic Advisor to discuss your options.

CHANGE OF PROGRAM/MAJOR

Whether you are requesting a change of program within engineering or to a program outside of engineering, you must submit a change of program request through UWinsite Student. Your CPGA must be at least 60%. Step-by-step instructions are available at ask.uwindsor.ca. Prior to submitting a program change request, it's recommended that you meet with the Associate Dean, Student Affairs to discuss your options.

If you would like to switch out of engineering into another UWindsor Program, you will need to meet with an Academic Advisor or with the Associate Dean, Academic's Office to discuss your decision.

REPEATING COURSES

If you repeat a course because you didn't pass it the first time, the second attempt is the grade that counts towards your degree if you pass the course the second time. Failing the same course twice will result in an RTW (Required to Withdraw) from the program. The Associate Dean Academic may approve a third attempt. All attempts will be recorded on your academic transcript.

If, after three attempts, you fail a required engineering course, you will no longer be eligible to complete an engineering degree at UWindsor.

ADDING/DROPPING A COURSE

Most of the time you can add or drop a course from the UWinsite Student portal. However, there may be a time when you have to use a manual add/drop form. The undergrad course change form and instructions are available online at uwindsor.ca/engineering/winone/resources. Hardcopies of the form are also available from the Associate Dean, Academic Secretary in CEI. In general, the last day to add a course is two weeks from the start of the semester. See uwindsor.ca/registrar/events-listing for additional information.

DROPPING A COURSE OR VOLUNTARY WITHDRAWAL

You must voluntarily withdraw from a course that you do not want to take before the Voluntary Withdrawal deadline. The deadline is usually the first week of November for the Fall term and the first week of March for the Winter term. Pay careful attention to the deadlines for Voluntary Withdrawal because if you do not withdraw before the deadline, you will remain registered in the class and must be assigned a final grade by your instructor.

If you are failing a course, drop it before the drop deadline. It is better to receive a Voluntary Withdrawal (VW) than a failing grade and repeating courses but you are strongly advised to check the important dates listed on the registrar's website (see uwindsor.ca/registrar/events-listing for additional information).

Note: there is also a financial drop date before which, if you drop a course, you may get a tuition refund (see DEADLINES for details.)

DEADLINES

It is your responsibility to be familiar with all important deadlines and other significant academic dates. Missing deadlines may result in monetary or academic penalties.

Visit uwindsor.ca/registrar/events-listing for important academic dates.

COURSE CREDIT

There are courses that are required components of our accredited programs in the Faculty of Engineering. As such, it is expected that students will take that course unless they have previously taken a university level course in that subject area that is considered to be equivalent.

Your degree requires the completion of a defined group of courses as defined by the Canadian Engineering Accreditation Board and for which you have demonstrated satisfactory proficiency. Until those conditions are met, we do not award the degree.

ACADEMIC PROGRESS

By signing into UWinsite Student and choosing the Academic Progress Tile you can evaluate your progress towards fulfilling the graduation requirements for your program of study. You can also select "Running and interpreting advisement reports" or if you would like to see options for a different program of study that you are thinking of transferring into you can select the What-if Advisement Report (WHIF).

While every effort is made to ensure accuracy and completeness of the degree progress, please note that it is only a tool you can use to check your progress towards your degree. It does not replace the need for academic advising, which you are **strongly encouraged** to seek through an Engineering Academic Advisor in your major area of study.

The official graduation requirements are listed in the University of Windsor's online calendar. Any discrepancy between the Academic Progress and the official calendar should be brought to the attention of the Office of the Registrar. Every effort is made to make the wording and order of program requirements within the Academic Progress consistent with the wording of program requirements within the University calendar. Follow the calendar according to the semester you began your studies.

COURSE TIMETABLE

The course timetable is found on the Registrar's website. It will show you all the courses offered at the University as well as the time the course/lab is being taught and which professor will teach the course. Timetables for first-year engineering can be found on the WINONE website at uwindsor.ca/engineering/WINONE/resources.

All undergraduate courses can be found at uwindsor.ca/registrar/541/timetable-information.

RELIGIOUS ACCOMMODATION GUIDELINES

The University of Windsor recognizes and values religious diversity and will accommodate students who have religious obligations that conflict with an academic requirement (e.g., attending an exam, test, laboratory or other mandatory academic event).

RELIGIOUS OBSERVANCES

The University provides departments with a multi-faith calendar with information about various religious observances. This calendar serves as a resource listing of some of the major religious observances which may impact study.

OTHER MANDATORY ACADEMIC EVENTS (TEST, MIDTERMS, LABS, ETC.)

The student is responsible for making a formal request to the office of the Associate Dean Academic for an alternative date or other means of satisfying the course requirement. The request should state that the date/time conflicts with a specific religious observance. This should be done within the first three weeks of the academic term (one week for six week courses). Please see course syllabi for details including deadlines.

OTHER ISSUES

Where the accommodation relates to an academic issue that is not a scheduling matter (e.g. dress code), the student should discuss the matter directly with the instructor. If necessary, either party may contact the Office of Human Rights, Conflict Resolution and Mediation for assistance.

Office of Human Rights, Conflict Resolution and Mediation
519-253-3000 ext. 3400

uwindsor.ca/ohrcrm
hrcrm@uwindsor.ca

MEDICAL REPORTING ILLNESS

All students are asked to use **UWinsite Student** to report an illness that will prevent them from attending in-person instruction, completing an assessment on time or taking an exam for a specific course. Medical notes should be emailed to the Associate Dean Academic (ENGADMIN@uwindsor.ca) within 72 hours of the missed assessment(s).

For detailed instructions, see the following knowledge base article at ask.uwindsor.ca.

As always, students are entitled to request accommodations based on medical or compassionate grounds, such as bereavement or serious mental or physical health

circumstances, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.) (Bylaw 54, 2.18 and Bylaw 55, 1.11). Determinations about whether and how to accommodate students who submit requests for consideration based on compassionate grounds will as usual be made by instructors and/or the Associate Dean Academic, in keeping with any standard procedures within specific Faculties and the Senate bylaws.

FINAL EXAMS

The final exam schedule is announced by the Registrar once all registrations are finalized after the start of the semester. It is important that you check your exam schedule and seek assistance should there be scheduling issues. We do advise students not to plan travel prior to the end of the examination period before their final exam dates are finalized.

Students must submit a written request for an alternative date to write a final exam to the Registrar's Office prior to the end of the fourth week of classes (second week for six week courses) as per Senate By-Law 51. Forms are available at the Registrar's Office or online at uwindsor.ca/registrar (see forms and applications for students).

EXAMINATION POLICIES

You are responsible for making sure you are in the right place at the right time to write your exam. Exam schedules are available prior to the start of your exams. You must be prepared to show your student ID card (or official government photo ID) at any time during the examination. If you do not have your student ID you will not be allowed to write the exam. If you have a conflict in your exam schedule, you must report it to your professor(s). If you have more than three exams scheduled on the same day you should let your professor(s) know at the beginning of the semester. All exam dates are available after classes begin each semester. Final exam dates will not be known during registration nor will they be included in course outlines.

A student who wishes to receive consideration on matters affecting or shown to affect his/her academic performance, such as, serious health circumstances or bereavement based on medical or compassionate grounds, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.), should communicate with the Associate Dean Academic as soon as possible, prior to, during, and subsequent to the examination period, or at the time when a student's performance is evaluated for the purpose of assigning a grade, taking into account the severity of the illness, bereavement, or other extenuating circumstance.

We all know that life "happens" and that sometimes circumstances take you away from your studies but you have to let us (your professor or Associate Deans) know to avoid academic trouble!

Leaving school for any lengthy period of time can put you in academic jeopardy. In case of an emergency either you or a family member should contact us to put your academics on hold until you're able to resume your studies.

Academic Standing, Academic Probation (AP) & Required to Withdraw (RTW)

Academic Status	CCPA Requirement
In Good Academic Standing	greater than or equal to 60%
On Academic Probation (AP)	55% - 59.9%
Required to Withdraw from the program (RTW)	less than 55%
For First-Year Students Only – An Academic Standing Committee will review the student's academic record to determine whether to allow the student to continue on academic probation or whether to require the student to withdraw.	

The Academic Standing Committee within each Faculty reviews the academic record of each student and makes academic decisions as appropriate in light of the cumulative and major averages achieved. In engineering, this formal review occurs approximately once per year for each student.

Additionally, an engineering student will automatically be placed on probation if they have not met the minimum cumulative average requirements at the end of any term in which their record is not being formally reviewed. A student will automatically be required to withdraw from the program if they fail the same course twice. If a student is placed on Academic Probation, it is very important for them to make an appointment with an Academic Advisor in their program to have them review and recommend ways for them to return to good standing.

A student's record will be referred to the Academic Standing Committee within the Faculty for decision if they have not met the minimum cumulative average, according to the table above at the end of the term when the record is being reviewed. Notification of the requirement to withdraw is included on the transcript, accessible via UWinsite Student. Students who have been required to withdraw may appeal. The student will receive an email from the Associate Dean Academic's Office stating that the student has the right to appeal. The engineering appeal form must be submitted

along with any supporting documentation (i.e. medical, death certificates, letter from a counsellor, travel documents) within the time frame set by the Associate Dean Academic's Office. Appeals are considered by the Academic Appeals Committee; only circumstances of an extraordinary nature will result in rescinding the requirement to withdraw. Students may contact or make an appointment to speak with the Associate Dean, Student Affairs after receiving the RTW (required to withdraw) email and to receive further information and procedures concerning the appeals process.

All students who are Required to Withdraw (RTW) have the right to appeal. You also have the right to see all work completed for a course, including the final exam, and have the right to continue with your course work while an appeal is in progress.

No student in their first semester at UWindsor will be RTW after only one completed semester. Students with a GPA less than 60% will continue in their program for the subsequent second semester of first year on Academic Probation (AP).

If you receive an email from the Associate Dean Academic's Office regarding your RTW status and you wish you appeal the decision of the Academic Standing Committee, you must do so by the deadline provided in the email. Ignoring the email and failure to appeal on time will seriously jeopardize your continuation in the engineering program.



WHAT HAPPENS WHEN YOUR APPEAL IS NOT SUCCESSFUL AND YOU ARE “REQUIRED TO WITHDRAW” (RTW)?

Q. What happens when I formally appeal to the Engineering Academic Appeals Committee (EAAC) and they decide to uphold the RTW sanctioned by the Academic Standing Committee?

A. Your registration will be blocked and you will not be permitted to register for any courses. You will be removed from your engineering program for one year. If this is your first RTW and you know you want to reapply to continue your program after the one-year mark, consult with the Associate Dean, Academic about your return to engineering.

Q. What happens if it is my second RTW and I formally appeal to the Engineering Academic Appeals Committee (EAAC) and they uphold the RTW sanctioned by the Academic Standing Committee?

A. If you are RTW for a second time and the Engineering Academic Appeals Committee (EAAC) upholds the RTW then you cannot apply for reinstatement back into engineering. You can however apply to another university program. It is at the discretion of the receiving Faculty to allow you into their program.

Q. Are there any other reasons that I may be required to withdraw?

A. Yes! You could be “Required to Withdraw” if you fail a required course twice. You can also be “Required to Withdraw” if you fail to meet the terms of your academic probation conditions.

Q. What happens if my appeal is successful?

A. If your appeal is successful, you may be given conditions by the Engineering Academic Appeals Committee (EAAC). If there are conditions, failure to meet the conditions set out by the Engineering Academic Appeals Committee (EAAC) will result in the RTW being upheld, your registration will be blocked and you will be out of your engineering program for one year. If you meet all of the conditions set out by the EAAC then you will be permitted to continue in your program so long as you remain in good standing.

Q. Whom should I contact if I have questions about being on “Academic Probation” or being “Required to Withdraw”?

A. Contact the WINONE Office at WINONE@uwindsor.ca or 519-253-3000 ex. 2560 or the Associate Dean, Academic’s Office at engadmin@uwindsor.ca or 519-253-3000 ex. 2565.

GRADE APPEALS

If unsatisfied with a final grade assigned in a course, students may file a Grade Appeal to have their grade reassessed. It is recommended that you first approach your professor to discuss how your grade was calculated.

WHEN TO APPLY

An appeal request must be received in the Registrar’s Office no later than three weeks after the final mark has been released by the Registrar.

WHAT HAPPENS NEXT

The appeal will usually be vetted by your course professor and at least one other faculty member. The final decision is reviewed by both the Head of Department and the Associate Dean of Engineering. Please refer to Senate Bylaw 54. Appeals generally take at least three weeks to process and may take up to six weeks depending on the circumstances. After four weeks, you may contact the Faculty of Engineering office for information regarding the status of your appeal. Results of a Grade Appeal are mailed to the student by the Registrar’s Office.

uwindsor.ca/registrar

ENGINEERING STUDENT SUPPORT SERVICES CENTRE

Ed Lumley Centre for Engineering Innovation, Room 1160

The Engineering Student Support Services Centre is your one-stop shop for academic and wellness support.

- Counselling Centre
- WINONE First-Year Office
- Engineering Outreach

uwindsor.ca/engineering/studentssupport

WINONE OFFICE

WINONE will promote a positive learning experience and environment for our first year engineering students.

The WINONE Office will:

- Establish identifiable administrative presence and associated resources where first year engineering students can turn to for advice, referrals and direction.
- Stimulate the interest of our students thereby improving retention.

- Develop communication strategies directed towards potential applicants, important third party groups (e.g. parents), and focus efforts to communicate with first year engineering students.
- Assist students with the difficulties in transitioning from high school to university.
- Promote greater life skills and self-responsibility so that first year engineering students are able to progress successfully through their senior university years.
- Early intervention program – this program has been incorporated into the first-year Engineering experience as a proactive retention strategy to help students build the necessary skills for success in a demanding engineering curriculum. We identify students who are academically struggling and request by email that they meet with the Associate Dean of Student Affairs to discuss their options. The Office runs this program in the winter semester.

WINONE OFFICE

519-253-3000 ext. 2560, WINONE@uwindsor.ca
uwindsor.ca/WINONE

ENGINEERING COUNSELLING CENTRE

Outside of the obvious academic pressures, students may have to deal with stresses such as:

- Emotional difficulties
- Balancing academic and personal lives
- Sleeping problems
- Relationship issues (e.g. family, friends, romantic)
- Adjusting to a new home/city/country/culture
- Identity issues
- Sometimes coping with one or more of these stresses can prove to be overwhelming. The professional staff of the Student Counselling Centre is here to help students with skills such as stress management, emotional regulation, and relationship building.

To set up an initial appointment, please call 519-253-3000 Ext. 4616. uwindsor.ca/engineering/counselling

OUTREACH

The Engineering Outreach Program at the University of Windsor invites elementary and secondary students and teachers in Windsor and Essex County to learn more about the world of engineering and its diverse career opportunities. The program offers high school classroom visits and numerous hands-on activities related to specific areas of engineering; visits to our lab facilities; and tours of the Ed Lumley Centre For Engineering Innovation (CEI), including industry tours and visits.

Find out how you can become a mentor to aspiring engineers and volunteer within the Outreach program.

uwindsor.ca/engineering/outreach

WINONE TUTORIALS

WINONE Tutorials offer free one-on-one help with course content from senior engineering students. Peer tutors provide support with first and second-year Engineering course material as well as mentoring advice. Visit the website below for online drop-in hours and in-person sessions.

uwindsor.ca/engineering/tutorials

RELATED SUPPORT SERVICES

COMMUNICATION SUPPORT

The uwindsor.ca/coop-workplace-partnerships offers free Communication Support. All engineering students are welcome, from first-year to doctoral-level. The team provides guidance and instruction on the following:

- grammar and punctuation, sentence structure
- constructing strong engineering arguments
- writing concisely
- finding, evaluating, and integrating research
- citing and referencing, oral presentations
- page design and formatting and much more!

www.uwindsor.ca/engineering/1315/communication-support

CO-OPERATIVE EDUCATION

The Co-operative Education Program works with students to help them develop their job search skills, find appropriate placements and define career goals. Employers will provide students with challenging work experiences that develop their transferable job skills. Faculty members will evaluate student work and help integrate experience from the workplace into the classroom.

Our programs provide a diverse range of opportunities yet are structured to offer students individual attention. We are proud to offer placement opportunities far beyond Windsor and Essex County. Students who are interested may seek a placement anywhere in Canada as well as many other countries around the globe. We have had students working as far away as Germany and Asia.

uwindsor.ca/coop-workplace-partnerships

University Academic Resources

SKILLS TO ENHANCE PERSONAL SUCCESS

The Skills to Enhance Personal Success (STEPS) program offers a wide variety of free workshops aimed at providing students with practical methods for improving their learning and study skills.

Effective Reading Strategies

- Strategic Note Taking
- Multiple Choice Tests and Exams
- Effective Memory Strategies
- Study Smarter, Not Harder
- Taming the Chaos (Time Management)
- Exam Preparation
- Exam Strategies
- Test Anxiety

uwindsor.ca/steps

WRITING HELP SERVICES

Writing Support is an online and in-person service providing students with resources regarding various aspects of their academic writing, including:

- Interpreting assignment prompts
- Constructing strong theses and arguments
- Grammar, punctuation, and syntax problems
- Analyzing and integrating sources
- Citing and referencing

Students should refer to the resources available on the Writing Support Services website:

uwindsor.ca/success/318/writing-support-desk.

writingsupport@uwindsor.ca

THE MATH AND STATS LEARNING CENTRE

The Math and Stats Learning Centre, located on the 3rd floor of Erie Hall, offers FREE assistance for all students in first year Math and Statistics Courses. It is a large computer lab where students have access to computers to work on homework, as well as receive help from Graduate Students.

It also offers an opportunity to interact and study with peers/classmates and upper-year students who also drop-in to complete assignments. Course materials, including assignments, tests and solutions may be available.

Justin Lariviere

Learning specialist, Director, Math & Stats Learning Center

jlavie@uwindsor.ca

519-253-3000 ext. 3021

OUTSTANDING SCHOLARS

Outstanding Scholars are paid to do research outside class, working for faculty members! This unique opportunity lasts for three years, during your second, third, and fourth years of undergraduate study.

The Outstanding Scholars Program provides an exceptional and supportive undergraduate learning experience for high-achieving students, emphasizing depth and breadth of research-based academic inquiry, strong and ongoing faculty/student mentorship, effective communication of research achievement, and achievement of external recognition of academic excellence.

There are two points of entry into the OS program:

- Directly from high school
- After completing your first year at the University of Windsor

First year OS students are known as Candidates. If you are selected, the OS program will help you prepare to become a Scholar in your second year of study. To learn more, visit the Outstanding Scholars webpage below.

uwindsor.ca/outstandingscholars

STUDENT AWARDS AND FINANCIAL AID

The Student Awards & Financial Aid Office has a three-fold function:

- Recognition of academic achievement.
- Accommodation of financial need.
- Dissemination of information on the various awards available for undergraduate study at the University of Windsor.

A student award may take the form of a citation, medal, gift, prize or grant of money presented to a student. In some instances, students must submit an application form for consideration, although some are assigned based strictly on grades. Some awards give consideration to a combination of factors, for example, academic merit, financial need, volunteerism and/or leadership potential.

uwindsor.ca/studentawards

DEAN'S HONOUR ROLL

For a student to be considered for the Engineering Dean's Honour Roll, they must be enrolled in an Engineering program, and must have the following:

- Student has successfully completed a least five courses in the current semester
- Student has attained an 80% average in the current semester
- Student is in overall good standing

Students can pick up their Honour Roll certificates in the office of the Secretary to the Dean of Engineering in Room 2123, CEI.

Engineering Student Groups

- Aero Design
- Baja SAE
- Concrete Canoe Team
- Engineers Without Borders (EWB) Windsor Chapter
- Engineering Student Society
- EngiQueers
- Filipinos in Engineering
- Formula SAE
- Hyperloop
- Jazz Band
- Mars Rover
- National Society of Black Engineers
- Rocketry Team
- UWINEATS
- Windsor Chapter of the Institute of Electrical and Electronics Engineers
- Windsor Chapter of the Institute of Electrical and Electronics Engineers (IEEE) Women in Engineering
- Windsor Chapter of the Institute of Industrial Engineers
- Women in Engineering Club

To get involved or learn more, visit uwindor.ca/engineering/student-groups
Please contact WINONE@uwindor.ca with your interest.

With more than 150 student clubs and societies on campus, each UWSA student group has a niche in our campus community.

The UWSA Hub is the platform for all things related to student groups at the University of Windsor. Check out the Student Groups Directory for a list of clubs and societies on campus.

Learn more at uwsa.ca/uwsa-services/student-groups



Student Services and Campus Resources

CANADIAN FEDERATION OF STUDENTS

The Canadian Federation of Students (CFS) represents over 500,000 students provincially and nationally. This includes all three student unions at the University of Windsor – UWSA, OPUS, and GSS. The goals of the CFS are to fight for lower tuition fees and drop student debt, while at the same time advocating for students in all aspects of student life, including environmental issues, mental health awareness and support, among others.

Students formed the Federation in 1981 across Canada; among them were students from Windsor. Ever since this historic founding, Windsor has been well represented and has played a crucial role in the Federation, developing policy and participating in campaigns.

Finally, the Federation offers a lot of great services to students! International Student Identity Cards, which offer a huge amount of discounts to full-time students including products such as laptops, plane tickets, bus tickets, and computer software. This card is free to all members of the CFS, which includes all members of the UWSA.

cfsontario.ca

UNIVERSITY OF WINDSOR STUDENTS' ALLIANCE - UWSA

The University of Windsor Students' Alliance (UWSA) is an incorporated, not-for-profit, student-run organization. We are your undergraduate student government, your campus services, your clubs and societies, your student life, your community campaigns, your students' association. Every UWindsor full-time undergraduate student is a member of the UWSA and you are encouraged to take advantage of the services, events and programming we offer.

The UWSA provides services for students such as the health and dental plan, universal bus pass, student scholarships, events, coordination of over 150 student groups and more! Learn more about the UWSA Services and get involved!

uwsa.ca

STUDENT HEALTH PLAN

The UWSA, on behalf of its members, negotiates a health and dental plan for those students who are not already covered. This service is provided for students in order to reduce the costs of a benefit plan for students that are not already covered. The policy coverage ceases August 31st, of each year. Students have the opportunity to opt-out of the plan if they can show proof of alternate coverage.

- The UWSA health and dental plan covers all full-time undergraduate students taking 4 or more credits
- Students with coverage through a family member or employer may opt-out with proof of comparable coverage
- The UWSA plan policy year is from September 1 to August 31
- The UWSA plan coverage includes prescription drugs, vision, dental, travel, practitioners (massage, chiropractor, physiotherapy, psychology/MSW, etc.), accident, and more.

For full plan information, visit uwsa.ca

MEDICAL SERVICES

We are your family physician's office while on campus. The clinic at Student Health Services is a medical practice. The clinic can take care of all your health care needs providing confidential, student-centered health care, including comprehensive medical care, counselling, and referrals.

Patients must be University of Windsor students. Even if you opt out of the student drug plan, you are still welcome to see our dedicated team of physicians, nurses and administrative staff.

Call 519-973-7002 for a doctor's appointment or visit uwindsor.ca/studenthealthservices

CAMPUS SPECIAL CONSTABLE SERVICE

The University of Windsor places a high priority on the public safety of our campus community. The Campus Special Constable Service work in partnership with the University community to provide a safe and secure environment to all students, staff, faculty and visitors by providing a 24 hour presence on our campus to respond to routine and emergency calls for service.

The University of Windsor Special Constable Service operate a 911 emergency dispatch centre for the university community. By calling extension 911 from any campus phone, you will be immediately connected to a dispatcher. Campus Special Constable Service respond to all emergency calls - police, fire or medical requests for service.

Along with the 911 emergency dispatch centre, there are blue emergency poles located throughout campus and when activated they provide a recorded and traced emergency line to Special Constable Service.

Non-emergencies (519) 253-3000 ext. 1234
Emergencies ext. 4444 or 911 from a campus phone.
2455 Wyandotte St. W. Innovation Centre, University of Windsor

SAFE LANCER MOBILE APP

Download the Safe Lancer Mobile App available on the campus police website below for one-touch access to police, virtual walk homes with campus police, COVID and much more.

uwindsor.ca/campuspolice

WALKSAFE PROGRAM

Walksafe is a free service provided for all students, faculty, employees and visitors at the University of Windsor. Walksafe is a student-run, student-staffed volunteer program provided by the UWSA to ensure everyone feels safe on campus when travelling at night. Feel free to use this free service anytime you want a walk to your home or car.

There are three ways to contact Walksafe to request a walk:

1. Just dial 0 (ext. 0), or call ext. 3504 from any UWindsor phone.
2. Press the "Walksafe" button on any Bell Payphone on Campus.
3. Ask a Walksafe Volunteer who is already on duty.

If you have any questions about Walksafe please contact the Walksafe Coordinator, at walksafe@uwindsor.ca or call ext. 3504 to leave a message.

U OF W STUDENT COUNSELLING CENTRE

The Student Counselling Centre at the University of Windsor provides free, confidential counselling to registered students as well as consultation and referral services for University of Windsor faculty and staff. Services are provided by Psychologists, Registered Therapists, a Registered Nurse, and Master's-level graduate students. University of Windsor's role in supporting students with serious ongoing mental health issues:

The University of Windsor is an institution of higher learning committed to the academic success of its students. We offer support programs to help students who may experience academic challenges caused by personal, physical or emotional difficulties. The University is able to offer short-term counselling and therapy services to students. Students in crisis will also be provided support and counselling as needed.

uwindsor.ca/studentcounselling

Student Counselling Centre

Room 293 CAW Centre
519-253-3000 ext. 4616
scc@uwindsor.ca

All UWindsor students have access to 24/7 counselling services with the campus-wide launch of the My Student Support Program (MySSP), a program offered by a partnership between the University of Windsor and the University of Windsor Students' Alliance (UWSA).

uwindsor.ca/studentexperience/500/my-student-support-program

ORGANIZATION OF PART-TIME UNIVERSITY STUDENTS (OPUS)

OPUS supports and advocates for part-time students. OPUS offers many bursaries and awards for part-time students, part-time student events, a lounge with computers and a kitchen, volunteer opportunities and discounted photocopying, faxing and printing service.

OPUS Office

Room 172, 1st Floor CAW Student Centre
519-253-3000 ext. 3603
uwindsor.ca/opus

U OF W PRINT SHOP

The University Print Shop is your one-stop shop for all your printing needs. Services include; poster and retractable banner printing, report and thesis printing, binding, laminating, flyers, postcards and tickets. Contact printshop@uwindsor.ca for quotes and all requests or call 519.253.3000 ext 3680.

Main location - Chrysler Hall Tower lower level room 01

U OF W CAMPUS BOOKSTORE

You can purchase new and used textbooks from the U of W campus bookstore located in the basement of the CAW Centre. At certain times of the year, you can also sell back your old textbooks. At the campus bookstore you can find a variety of items such as diploma/portrait frames, general reading books, calculators, computers, grad rings, printers and clothing etc.

uwindsor.ca/bookstore

OFFICE OF HUMAN RIGHTS, CONFLICT RESOLUTION AND MEDIATION

The University of Windsor is committed to upholding the Ontario Human Rights Code (OHRC) which prohibits discrimination and harassment on the following grounds: race, ancestry, place of origin, colour, ethnic origin, citizenship, sex, creed (religion), disability, age, marital status, family status, sexual orientation, gender identity and gender expression, receipt of public assistance (in accommodation only), and record of offences (in employment only).

(519) 253-3000 Ext: 3400

Room 325 Chrysler Hall Tower
uwindsor.ca/ohrcrm

THE ACADEMIC INTEGRITY OFFICE

Academic integrity is more than just plagiarism and cheating. It means centering your academic journey around the core values of honesty, respect, fairness, and responsibility. At the University of Windsor, we expect our students, faculty, and staff to contribute to a positive environment where academic integrity is upheld in all of our work. As a University of Windsor student, you are responsible for understanding and following the listed policies to maintain academic integrity throughout your university career. It is recommended that you prevent any issues before they arise by making yourself familiar with the guiding policies. By upholding our values of academic responsibility, you can successfully earn your degree with honesty.

uwindsor.ca/academic-integrity

Code of Conduct

SENATE BYLAW 31: ACADEMIC INTEGRITY

Where there is a finding of misconduct, as defined in this bylaw, one or more of the sanctions listed below may be imposed by an adjudicator or by the Discipline Appeal Committee (with the exception of #11, which also requires the approval of the President), taking into account the nature and scope of the misconduct, whether there was intent, the context in which it occurred, the student's educational and cultural background and other relevant circumstances. Specific illustrations include (this list is not exhaustive):

- Relative weight of the assignment
- The level of the student's academic experience
- Whether the student accepts responsibility for his/her action and is amenable to educative remedies
- Extenuating circumstances that may help explain the action taken by a student
- Any other aggravating or mitigating factors (health or personal issues)
- Whether the work in which the offence has been committed is one of the major milestones of the graduate or undergraduate program (capstone, thesis, major paper)
- The severity of the offence, including its impact on others (within and outside the university community)
- Any record of previous offences

LIST OF SANCTIONS

1. Admonition: A notice to the student, orally or in writing, that she/he/they has violated a rule of conduct and that continuation or repetition of the conduct found wrongful may be cause for more severe disciplinary action. There shall be no transcript notation related to this sanction.

2. Letter of Apology/or Reflection: A short reflective paper describing the misconduct and acknowledging wrong-doing. There shall be no transcript notation related to this sanction.

3. Educational Session: A requirement that the student attend an educational session, if available, on what constitutes plagiarism and how to cite properly, on time management, or on stress management, etc. (The educational session may be offered by an individual (e.g., Associate Dean) or through a formal workshop offered through an appropriate University office, where available. There shall be no transcript notation related to this sanction.

4. Mark Reduction: 1) A reduction of the mark or assigning a mark of zero for the work submitted, based on an evaluation of the academic merit of the work and taking into account the criteria for, and nature of, the assignment and, taking into account the extent of the work that is the result of the misconduct. This may result in a reduction of the final grade in the course; or 2) A grade of zero in the course, where the academic misconduct so taints the student's academic performance in the course that no credit can be given. There shall be no transcript notation related to this sanction.

5. Repeat Work for Assessment: A requirement that the student re-do the assignment or re-sit the test/examination for full or partial credit. There shall be no transcript notation related to this sanction.

6. Censure: A reprimand for violation of a specified University regulation, including the possibility of more severe disciplinary sanction in the event of conviction for the violation of any University regulation within a period of time stated in the reprimand. This sanction shall normally result in a transcript notation for the specified period of time, unless otherwise directed by the adjudicator, in the case of the Faculty of Law, the Discipline Committee of the Faculty of Law, or the Discipline Appeal Committee.

7. Denial of Registration: A decision to deny the student permission to register, or to cancel the student's registration in a course or program. There shall be no transcript notation related to this sanction where there is no existing transcript. Where there is an existing transcript, this sanction shall normally result in a transcript notation for a specified period of time, unless otherwise directed by the adjudicator, in the case of the Faculty of Law, the Discipline Committee of the Faculty of Law, or the Discipline Appeal Committee.

8. Community Service: Community service work within the campus or wider community as set forth in the order of community service for a definite period of time. The student shall make appropriate arrangements with the intended agency, with which she/he/they may be serving his/hers/they community service work, and shall submit proof of hours worked by the deadline stated in the order. The community service work setting shall be approved by the person or body responsible for adjudicating the matter. This sanction shall normally result in a transcript notation for a specified period of time, unless otherwise directed by the adjudicator, in the case of the Faculty of Law, the Discipline Committee of the Faculty of Law, or the Discipline Appeal Committee, as the case may be.

9. Suspension: Exclusion from classes and other privileges or activities as set forth in the notice of suspension for a specified period of time. This sanction shall result in a transcript notation for a specified period of time.

10. Expulsion: Termination of student status for an indefinite period. The conditions of readmission, if any is permitted, shall be stated in the order of expulsion. A notation shall be placed on the student's transcript for an indefinite period of time. A student may apply to the adjudicator or the Discipline Appeal Committee, as the case may be, to request to have the notation of expulsion removed from his/her transcript three years after the imposition of the sanction.

11. Rescinding Degree: Rescinding the student's degree, requires approval by the President of the University, based on a recommendation from the Discipline Appeal Committee. In cases where this may be warranted, the adjudicator shall forward the matter with his/her recommendation to the Discipline Appeal Committee for a hearing. The rescinding of a student's degree shall remain on his/her transcript permanently.

Reach the Academic Integrity and Student Conduct Officer at aio@uwindsor.ca or at 519-253-3000 ext. 5072.

Questions & Answers

Q. HOW DO I TRANSFER CREDITS FROM ANOTHER UNIVERSITY TO MY CURRENT ENGINEERING DEGREE HERE AT WINDSOR?

- A. If you wish to receive credit for a course you feel you have already qualified for, you need to provide an official transcript and a description of the courses to the Office of the Registrar for review.

Q. MY EXAM IS SCHEDULED TO BE WRITTEN ON MY RELIGIOUS HOLIDAY. WHAT CAN I DO?

- A. According to senate Bylaw 51: Students who are unable to write a final examination during the regularly scheduled time slot due to a conflict arising from a religious observance shall be given the opportunity to write an alternative examination during another time slot within the regularly scheduled examination period. Students must submit an application for an alternative examination to the Office of the Registrar. The Office of the Registrar is required to contact the instructors involved so that they can prepare for an alternative exam date and time.

Q. HOW DO I KNOW WHEN I HAVE TESTS AND ASSIGNMENTS DUE?

- A. On your first day of classes each professor will provide you with a course syllabus. It is an outline that specifies what happens in the course, assignment due dates and how you will be marked and graded. It will clearly state the times for both.

Q. I HAVE BEEN ACCEPTED INTO ONE ENGINEERING PROGRAM, HOWEVER, I WOULD LIKE TO SWITCH TO A DIFFERENT PROGRAM WITHIN THE ENGINEERING FACULTY. IS THIS POSSIBLE?

- A. Even though you have declared your major (eg: environmental engineering), first year is general. This means that regardless of what program you take in second year, all first-year engineering students attend the same courses during your first year. You should make an appointment with the Associate Dean, Academic or Associate Dean of Student Affairs regarding a transfer.

Q. CAN I TAKE COURSES IN THE SUMMER AFTER MY FIRST YEAR OF ENGINEERING AT UWINDSOR?

- A. Yes. Summer is a good time to catch up with your coursework if you are behind. Seek academic advising from WINONE or your undergraduate program advisor uwindsor.ca/engineering/advising.

Q. CAN I TAKE A COURSE/S IN THE SUMMER AT ANOTHER UNIVERSITY?

- A. Yes, but you must apply for a Letter of Permission through the Registrar's Office beforehand. The course must be equivalent to a course offered here at our University in order to transfer the credit to your UWindsor Engineering transcript.

Q. WHAT HAPPENS IF I FAIL A REQUIRED ENGINEERING COURSE?

- A. First year students should meet with the Associate Dean, Student Affairs to make arrangements to repeat the course at the next available opportunity. As your course sequencing might be disrupted, academic advising is essential.

Have more questions? Visit ask.UWindsor.ca to search our 'knowledge articles' for information or ask a question for our dedicated staff to answer.

