Experiential Component Approval Instructions
for the Concentration in
Manufacturing Engineering

The concentration in Manufacturing Engineering requires completion of an experiential component in the manufacturing area. A laboratory research, manufacturing internship, senior capstone project, or co-op, or a directed study can satisfy this requirement.

1. Proposal: To complete this form the student must:
   - Check off how you intend to complete this requirement
   - Attach a written proposal outlining how this component relates to the concentration in Manufacturing Engineering; include what is relevant to the form of experiential component you have chosen regarding rationale, goals, method of study, basis of evaluation, etc. Students choosing a Directed Study project should attach a copy of their Directed Study petition and proposal.
   - Indicate who the supervisor of the experiential component is: e.g., faculty supervisor, Senior Project Instructor, Co-op/Internship supervisor, etc.).
   - Sign and date the form
   - Obtain the Experiential Component Proposal Approval of the Concentration Coordinator:
     Prof. Gerald Fine
     15 St. Mary's Street Room 117B
     353-6373
     gjfine@bu.edu
   - Submit this form - with Experiential Component Proposal Approval and all attached supporting documents - to the Undergraduate Records Office at engrec@bu.edu.
   - The deadline for submission of an approved Experiential Component Proposal is December 1st of senior year

2. Summary: Upon completion of the Experiential Component, the student must:
   - Write a summary of the work accomplished. Include how the points mentioned in the proposal were actualized.
   - Obtain your supervisor’s signature (approval) on the written summary
   - Submit the signed and dated summary to the Undergraduate Records Office at engrec@bu.edu.
   - The Undergraduate Records Office staff will obtain the Experiential Component Summary Approval from the Concentration Coordinator.
   - For students who complete their proposal in spring semester of senior year (Senior Design Project), the Summary must be received in the URO no later than May 1 to ensure graduation in May.

01/11/16