

Department of Materials Science & Engineering

**Graduate Student Manual**

MSE Program

**2025-2026**

(Updated: June 16, 2025)

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# Welcome

Welcome to the Johns Hopkins University Materials Science & Engineering (MSE) Master of Science in Engineering (M.S.E.) program advising manual. We're excited to introduce you to this comprehensive resource designed to support you throughout your academic journey. Whether you're a new student navigating the intricacies of program requirements or a seasoned graduate embarking on your thesis or dissertation, this manual serves as your compass, providing invaluable guidance, policies, and procedures. Within these pages, you'll discover a wealth of information on course selection, research opportunities, milestones, and academic policies tailored specifically to our MSE graduate community. Our goal is to empower you with the knowledge and tools needed to chart a successful path towards your academic and professional goals. Welcome to the Johns Hopkins MSE family, where we're dedicated to your success and academic growth every step of the way.

This document is not phrased to professional legal standards. You will want to clarify any unclear issues with these Departmental professors and staff:

* Academic Program Administrator (Ph.D., M.S.E. and BS) – Lauren Rodgers
* Master’s Program Committee Chair – Associate Research Professor, Patty McGuiggan
* Your faculty advisor
* Louis M. Sardella Department Head – Professor, Michael Kessler
* Administrator – Steve Bonaccorsi

# M.S.E. Degree Program Requirements

The requirements for the Master of Science in Engineering (M.S.E.) in Materials Science and Engineering, along with general information, are described here. Every graduate student in Materials Science and Engineering must follow a program approved by a faculty advisor in the department. The advisor assigned to the student upon admission may be changed, subject to the approval of the new advisor.

It is important to note that all applicants seeking admission to our graduate program leading to an M.S.E. degree must hold a bachelor’s degree or its equivalent at the time of entry.

## University and Whiting School Degree Requirements

Johns Hopkins University and Whiting School of Engineering (WSE) have degree requirements in addition to the Department’s requirements. These include:

* Two semesters of full-time course registration, also called “residency”. Note, this rule does not apply to students in the concurrent B.S./M.S.E. program or those who enter the M.S.E. program after two or fewer semesters following completion of a JHU undergraduate degree.
* Course registration every semester.
* Completion of responsible conduct of research and academic ethics courses.

Visit <https://e-catalogue.jhu.edu/arts-sciences/full-time-residential-programs/graduate-policies/academic-policies/#text> for information on school-wide requirements.

### Residency Requirement

Once students begin their graduate course of study toward a degree, they must complete a minimum of two consecutive semesters of registration as a full-time, resident graduate student on campus. To qualify as a resident student, the student must be present on campus and working toward fulfilling the requirements for the degree. Complete information is available at <https://homewoodgrad.jhu.edu/graduate-board/new-grad-board-residency-page/>

### Responsible Conduct of Research Course

All M.S.E. students will be required to take the “Responsible Conduct of Research” course.

* M.S.E. students must complete the online training course (AS.360.624) before the end of their first semester of enrollment. [https://engineering.jhu.edu/research/resources-policies-forms/online-training-course-responsible- conduct-of-research/](https://engineering.jhu.edu/research/resources-policies-forms/online-training-course-responsible-conduct-of-research/)
* M.S.E. students receiving payment from NIH Training Grants must take the in-person training course(AS.360.625).

Information is available at [http://engineering.jhu.edu/wse-research/resources-policies-forms/responsible-conduct-of-](http://engineering.jhu.edu/wse-research/resources-policies-forms/responsible-conduct-of-research/) [research.](http://engineering.jhu.edu/wse-research/resources-policies-forms/responsible-conduct-of-research/) Successful completion of this course must be verified before a student’s diploma is issued.

### Graduate Orientation and Academic Ethics

As a graduate student, you will be automatically enrolled in the online tutorial Academic Ethics (EN.500.603), which teaches academic and ethical responsibilities. This approximately 30-minute tutorial must be completed in the first eight weeks of the student’s first semester. The Whiting School of Engineering will notify new students when the course is available, typically right after the Add period for that semester (fall/spring). Do not drop the course when you see it.

### Course Registration and Credits

All Whiting School of Engineering graduate courses are assigned credit hours. Note that:

* To maintain full-time status, WSE graduate students must be enrolled in at least 9 credits each semester. Students enrolled in fewer than 9 credits per semester will not meet the full- time enrollment requirement, which may affect residency requirements for all and visa concerns for international students.
	+ EN.510.803/804 MSE Departmental Seminar and other seminars – 1 credit
	+ WSE courses, both undergraduate and graduate – 3 or 4 credits
	+ EN.510.807/808 Graduate Research – 3-10 credits
	+ Audited courses do NOT count as a grade or toward a full-time credit load.
	+ A course is satisfactorily completed if a grade from A+ to C- or a “P” is obtained.
* Full-time MSE students are expected to take at least three, 3 credit courses for each of their first two semesters.
* All first year MSE students are required to register for EN.510.803/804 MSE Seminar in both Fall and Spring semesters.
* All graduate students on JHU payroll for any part of the summer should register for 9 credits of Summer Graduate Research (EN.510.809) each summer. See more information below in Section 2.2.5
* Visit the Whiting School’s Frequently Asked Questions page at [http://homewoodgrad.jhu.edu/academics/wse- graduate-credit-hours/](http://homewoodgrad.jhu.edu/academics/wse-graduate-credit-hours/) for more information.

### EN.510.809 Graduate Research – Summer – annual enrollment required

The course EN.510.809 Graduate Research – Summer is used as a non-graded, no-assignment placeholder “course” that has no function other than to recognize students as full-time, enrolled graduate students. This is necessary to fulfill a US federal requirement that students be enrolled full-time, year-round to be exempt from “FICA” or Social Security Tax from student salaries.

M.S.E. students on JHU payroll for any part of the summer must register for 6 credits in their Research Advisors section. There is no tuition charge for this course. Each advisor will submit Pass grades at the end of the summer term, which will be reflected in student transcripts. FICA Tax will be withheld from pay of any Ph.D. student who does not enroll for this course.

### Interdivisional Course Registration

Students may wish to register in another division, like the Engineering for Professionals program or in any of Hopkins’s eight other schools. Such students should complete the Interdivisional Registration (IDR) Form. Visit <https://studentaffairs.jhu.edu/registrar/students/interdivisional-registration/>for information and a link to the IDR form. Once completed, the form can be submitted via SEAM’s online form here: [https://support.sis.jhu.edu/case-home.](https://support.sis.jhu.edu/case-home)

### Engineering for Professionals courses

Many interesting and relevant online Materials Science & Engineering and other engineering courses are available via our Engineering for Professionals program.

* + - Students can count up to 2 EP courses for electives.
		- Visit the EP Courses page to find available courses[. https://ep.jhu.edu/courses/?query=&filters%5Bsemester%5D=&filters%5Bprimary\_program%5D=electrical-and- computer-engineering&filters%5Blocation%5D=&filters%5Bmode%5D=](https://ep.jhu.edu/courses/?query&filters%5Bsemester%5D&filters%5Bprimary_program%5D=electrical-and-computer-engineering&filters%5Blocation%5D&filters%5Bmode%5D)
		- Please discuss proposed Engineering for Professionals courses with your faculty advisor to confirm that they would qualify for your degree.
		- The course registration process is different from the standard registration in the Student Information System (SIS). You must complete the Interdivisional Course Registration to register for an EP course.

## MSE Department Requirements for the M.S.E.

The requirements for the M.S.E. degree in the Materials Science & Engineering (MSE) department are as follows:

1. Satisfactory completion of seven or eight one-semester 3-4 credit graduate courses (xxx.400 - xxx.799) approved by the advisor.
	1. Students must choose from the following core course options:
		* Two combined courses:
			+ 510.606: Structure and Properties of Materials
			+ 510.612: Thermodynamics and Kinetics of Materials
		* Or Three core courses in materials science and engineering
			+ 510.601: Structure of Materials
			+ 510.602: Thermodynamics of Materials
			+ 510.603: Phase Transformations in Materials or 510.610 Fundamentals of Biomaterials
	2. If students are earning a master’s with the intent of pursuing a PhD in the future, we encourage you to take the core classes (510.601, 510.602 and 510.603/510.610) and not the combined classes.
	3. Five 600-level or higher electives in materials science and engineering or related fields (three 400-level or higher electives may be allowed with prior program and advisor approval) subject to the following rules:
		* Each elective must be worth at least three credits. Multiple course that add up to three credits may be used in place of one three-credit course with approval from the advisor and Director of Graduate Studies (DGS).
		* Up to two of the elective courses may be taken from the Engineering Programs for Professionals (EPP) part-time program
		* Up to two of the electives may be business courses.
		* Any elective taken outside of the department (including all EPP courses) requires prior approval from the advisor and DGS. The DGS will determine the appropriate number of credits for any elective taken outside the Whiting School of Engineering.
		* With the approval from the DGS, the student may transfer up to two graduate courses from another institution. Students desiring such credit must make the request in writing to the DGS by the end of the first semester after matriculation. This request must include a description of the course, a course syllabus, and documentation of the grade received. Please note that transfer coursework grades do not count towards calculation of the GPA.
	4. The MSE Seminar Course (510.803/804) and Graduate Research courses cannot count towards the electives.
	5. Students are required to take the EN.510.803/804 MSE Seminar for **two** semesters.
2. In addition to the seven to eight courses above, students must also fulfill one of the following three requirements:
	1. Satisfactory completion of two or three additional one-semester 3-4 credit graduate courses (xxx.400 - xxx.799). The number of additional courses depend on if the student decides to take the two combined core classes or the three core classes.
	2. A master’s essay or journal publication is required. A master’s essay must be approved by one faculty reader and conform to the requirements of the WSE Graduate Committee. For a journal publication, a student must submit to the Master’s Degree Committee an article describing his or her original research that has been published (or accepted for publication) in an archival, peer-reviewed technical journal. The student must be the primary author of the article. Research for the master’s essay or journal publication may be conducted with a corporate sponsor through the INBT Co-Op program.
* Full-time MSE students are expected to take at least three, 3-4 credit courses for each of their first two semesters.
* To fulfill requirements 1 or 2, a course is satisfactorily completed if a grade from A+ to C- or a “P” is obtained. No more than one C+, C, or C- and/or “P/S” grade can be counted toward the degree requirements.

Some students are interested solely in the M.S.E. degree, while others may elect to receive an M.S.E. on the way to the Ph.D. Either way, the requirements are the same and the advisor’s approval is required. Students enrolled solely in the

M.S.E. program are not guaranteed admission to the Ph.D. program on successful completion of their degree. The departmental requirements for the M.S.E. degree subsume the university-wide requirements.

More information on specific courses can be found here: [EN.510 (Materials Science & Engineering) | Johns Hopkins University Academic Catalogue](https://e-catalogue.jhu.edu/course-descriptions/materials_science___engineering/)

### Course Transfer and Double Counting of Courses

Students may transfer up to two courses from outside JHU that have not already been applied to a degree elsewhere, subject to the Director of Graduate Studies' clearance. The degree-granting institution must give evidence that they were not used to obtain another degree. These courses can only count toward electives. If you want your courses reviewed for transfer, please contact your Academic Program Administrator about the process. Students in the combined B.S.E./M.S.E. program can double count two courses.

Every student must be registered in the semester that degree requirements are met; this includes students who have no courses remaining in which to enroll but must resolve coursework for which an "Incomplete" grade was assigned and those who must complete other academic requirements, such as a language or computing requirement (these students may apply for Nonresident Status).

For more information, please see WSE Graduate Student Policies & Procedures at <https://engineering.jhu.edu/education/graduate-studies/graduate-academic-policies-procedures/>

### M.S.E. Essays/Publications

The MSE department requires the students to send a draft of their essay to their advisor **one month** before the last day of classes. The final draft of the essay must be submitted to your advisor **one week** before the end of class. Your advisor will need to approve your essay by signing the Essay Approval Form. Once your advisor agrees that the essay is acceptable, then you must submit the final essay and the Essay Approval form to the Master Department Committee Chair and the Academic Administrator **one week after the last day of classes**.

If the student chooses to submit a publication that has not been published, then the student’s advisor must submit a letter to the Master Department Committee Chair and the Academic Administrator with the following information:

* Publication submitted to
* Date of submission
* Publication date (advisor must attest it will be published)
* Title
* Brief Description of publication

Master’s essays may be submitted to the library for publishing. For information, see [http://www.library.jhu.edu/library-](http://www.library.jhu.edu/library-services/electronic-theses-dissertations/) [services/electronic-theses-dissertations/.](http://www.library.jhu.edu/library-services/electronic-theses-dissertations/)

## Degree Completion

### Degree Completion Deadlines

Students preparing to complete a degree program in each semester should see the Academic Program Administrator to ensure that all necessary forms and requirements have been completed and submitted prior to the academic deadlines for the semester. Graduation and registration deadlines can be found on the Homewood Registrar’s website: <https://studentaffairs.jhu.edu/registrar/students/>The deadlines to submit all certification material are usually:

* Fall (late-October)
* Winter (mid- to late-January)
* Spring (early-April for M.S.E., early-May for M.S.E.)
* Summer (late-August)

Students who have not completed their requirements by the first day of classes must register for the current semester. Those who complete their requirements prior to the October deadline will receive a full tuition refund for the fall semester, including any non-resident status fees. Tuition paid from departmental funds or research grants will also be refunded.

Those who have completed their requirements in the summer or fall will receive an interim certificate from the registrar’s office indicating that all requirements have been met, and notation will be made on their transcript. Diplomas are awarded once a year, at the May Commencement. Additional information is available at <http://homewoodgrad.jhu.edu/academics/graduate-board/deadlines>

### Degree Completion Time Limit

The Whiting School of Engineering requires that students earn the M.S.E. degree within five consecutive academic years (10 semesters). The only exemption from this limit is for semesters in which a student has a university-approved leave of absence. Otherwise, all semesters from the beginning of the student’s graduate studies – whether resident or not – count towards the ten-semester limit.

For further details regarding Time to Degree Limits, please refer to the information available at <https://homewoodgrad.jhu.edu/graduate-board/new-grad-board-residency-page/>

### Degree Completion Process

1. The candidate emails intent to graduate one semester prior to graduation to the Academic Program Administrator.
2. The Academic Program Administrator will perform a degree audit in stellic
3. The student will submit any necessary forms such as:
	* RCR certificate
	* Waivers/Exception Forms
	* Transcripts
	* Essay/Publication Letter if applicable
4. The candidates apply for graduation through SIS.
5. Documentation submitted to the WSE Graduate Committee by the Academic Program Administrator:
	* Stellic Degree Audit
	* Any waivers/exception paperwork
	* RCR certificate if not in stellic
	* Publication letter or master’s essay, if applicable
	* The student’s transcript if transferring courses from EP or another university

## Part-Time Status and Tuition

Master’s students of the Department of Materials Science & Engineering may become eligible for part-time status.

#### “ALL-COURSE” MASTER’S STUDENTS

Master’s students must register full-time for all semesters with a minimum of nine credits. If in a student’s final semester, a student needs fewer than nine credits to complete the degree requirements, the student can switch to part-time status.

#### “ESSAY/PROJECT” MASTER’S STUDENTS

After meeting the minimum two-semester “full-time” residency requirement - where a student pays full-time tuition for a minimum of two semesters - Whiting School master’s students who have not yet completed the research to the point where the final and sole activity is essay/project writing must maintain their “residency” status but can register as “part- time” students by registering for eight credits or less per semester.

#### PART-TIME RESTRICTIONS

Students are ineligible to work as student workers, including as Course Assistants.

#### HOW TO OBTAIN PART-TIME STATUS

Contact the Academic Program Administrator to confirm eligibility to switch.

International students must first obtain approval from the International Office and complete a Reduced Course Load Request form through iHopkins. <https://ihopkins.jhu.edu/istart/controllers/start/StartEngine.cfm>

#### RESOURCES

Whiting School Graduate Credit Hours: <http://homewoodgrad.jhu.edu/academics/wse-graduate-credit-hours/>

## Non-Resident Status

#### “ALL-COURSE” MASTER’S STUDENTS

Students taking the “all-course” master’s degree are not eligible for non-residency status.

#### “ESSAY/PROJECT” MASTER’S STUDENTS

Whiting School graduate students are eligible for non-residency status when all degree requirements except the writing of the master’s essay/project are complete. The essay/project research must be finished before the non-resident status can be requested. Note that WSE graduate students are typically granted only one semester of non-residency with the expectation that the essay/project will be written, read, and approved in that semester. The WSE will consider exception requests for an additional semester of non-residency.

#### NON-RESIDENT TUITION

Non-resident students pay only 10% of the full-time tuition but have all the privileges of full-time students including access to campus services and faculty advising.

#### NON-RESIDENT RESTRICTIONS

Non-resident students cannot enroll in courses; they also lose the Whiting School’s financial support for health insurance.

Non-resident students are automatically enrolled in health insurance, but can waive the insurance, if eligible for waiver by proof of enrollment in another health insurance plan with similar coverage.

To maintain non-resident status, students will have to register for non-resident status each semester and provide a letter explaining their progress toward the degree’s completion.

#### RESOURCES

* Graduate Residency and Registration Policies: [https://homewoodgrad.jhu.edu/graduate-board/new-grad-board- residency-page/](https://homewoodgrad.jhu.edu/graduate-board/new-grad-board-residency-page/)
* Whiting School of Engineering Policy on Health Insurance page: [http://engineering.jhu.edu/graduate- studies/academic-policies-procedures-graduate/ (](http://engineering.jhu.edu/graduate-studies/academic-policies-procedures-graduate/)then select the Health Insurance tab)

# Miscellaneous Academic Information

## MSE Approved List of Electives

Students in MSE can take electives outside of the department and count them toward their degree. If a course is not on the approved elective list then the student must contact the Academic Program Administrator for a Waiver Form for their advisor and the Master Committee Chair to approve. The form must be submitted within one week of the start of the semester.

The following are approved electives for graduate students: [\\Wse-vs09\departments\MSE\Academic Program Administration\Courses\Materials Science & Engineering Approved List of Electives for Graduate Students.pdf](file:///%5C%5CWse-vs09%5Cdepartments%5CMSE%5CAcademic%20Program%20Administration%5CCourses%5CMaterials%20Science%20%26%20Engineering%20Approved%20List%20of%20Electives%20for%20Graduate%20Students.pdf)

## Academic Misconduct

Graduate students are expected to be aware of academic ethics and of actions that constitute unethical behavior. In brief, students must submit work that represents their own efforts. When ideas and/or results are drawn from other sources, those sources must be cited in the submitted work. Students may not collaborate or discuss solutions to any assignment prior to submission without explicit permission from the instructor. Use of email is to be strictly professional in nature.

Unprofessional or inappropriate email will be considered a violation of university ethical policies.

Violations of academic ethics can have a severe impact on a student's program beyond the penalties described below. Those involved in unethical behavior will lose the confidence of the faculty and may be unable to find any faculty member willing to serve as their Research Advisor.

Faculty members will usually deal directly with students suspected of unethical behavior in their courses and will assign an appropriate penalty. The penalty may be failure in the assignment or examination or failure in the course. Faculty and students may seek the assistance of the Department Chair when agreement on the charges and penalties cannot be reached. In all cases, a summary of the charges and penalties will be placed in the student's permanent file.

Information about academic policies of the Whiting School of Engineering can be found at [http://engineering.jhu.edu/graduate-studies/academic-policies-procedures-graduate/.](http://engineering.jhu.edu/graduate-studies/academic-policies-procedures-graduate/)

Information about academic misconduct can be found at <https://homewoodgrad.jhu.edu/wp-content/uploads/sites/37/2018/08/Homewood-WSE_KSAS_-WSE-EP_KSAS-AAP-Graduate-Academic-Misconduct-Policy-2018SU.pdf>

## Research/Academic Probation

Whenever it is determined that a graduate student has failed to meet minimum academic and/or research requirements, that student may be placed on academic probation.

All Master’s students are required to maintain an overall grade point average (GPA) of 3.0 or higher; effectively, this means a student can count up to one C (C+, C, C-) grade towards their degree. Students who do not obtain a C or better and have an overall grade point average below 3.0 are generally placed on academic probation. Receiving a D or F while on academic probation usually leads to the student's departure from the program.

This change in status includes a written letter and a meeting between the student and either their faculty advisor, chair, or departmental director of graduate studies. The letter should explicitly detail the student's academic shortcomings, highlight the corrective measures required to continue in the program, and specify the term of the student's probationary period. Any financial implications for the student should be included as well.

Please see the full policy for more information on process, appeals, etc. [https://engineering.jhu.edu/education/graduate-](https://engineering.jhu.edu/education/graduate-studies/graduate-academic-policies-procedures/) [studies/graduate-academic-policies-procedures/](https://engineering.jhu.edu/education/graduate-studies/graduate-academic-policies-procedures/) (Select the Homewood Schools Policy for Graduate Student Probation, Funding Withdrawal, and Dismissal Tab).

## Academic Deadlines

* + First Day of Fall Classes – **August 25, 2025** First Day of Spring Courses – **January 20, 2026**
	+ Last Day to Add Fall Courses - **September 5, 2025** Last Day to Add Spring Courses- **February 2, 2025**
	+ Last Day to Drop Fall Courses – **October 6, 2025** Last Day to Drop Spring Courses – **March 3, 2025**
	+ Registration Begins for Spring Courses – **November 10, 2024**
	+ Last Day of Fall Classes – **December 5, 2025** Last Day of Spring Classes - **April 27, 2026**
	+ Fall Final Exams - **December 10 – 18, 2025** Spring Final Exams - **May 4-12, 2026**

# Policies – General Information

The Whiting School of Engineering and Johns Hopkins University set and administer a variety of policies that affect students. The following websites provide information on these policies; but are not all-inclusive. Your academic staff can help with policy questions and interpretations.

* + General Graduate Student Policies - <https://homewoodgrad.jhu.edu/academics/policies/>
	+ WSE Graduate Academic Policies and Procedures - [https://engineering.jhu.edu/education/graduate- studies/graduate-academic-policies-procedures/](https://engineering.jhu.edu/education/graduate-studies/graduate-academic-policies-procedures/)
	+ WSE and KSAS Graduate Credit Hours - <https://homewoodgrad.jhu.edu/academics/wse-graduate-credit-hours/>
	+ Non-Resident Status - <https://homewoodgrad.jhu.edu/graduate-board/new-grad-board-residency-page/>
	+ Leave of Absence - <https://homewoodgrad.jhu.edu/graduate-board/new-grad-board-residency-page/>
	+ Course Catalog - <http://e-catalog.jhu.edu/>
	+ Graduation Deadlines – <https://homewoodgrad.jhu.edu/graduate-board/deadlines/>

## Notice of Nondiscrimination Policy

The Johns Hopkins University admits students of any race, color, gender, religion, national or ethnic origin, age, disability, or veteran status to all the rights, privileges, programs, benefits, and activities generally accorded or made available to students at the University. It does not discriminate on the basis of race, color, gender, religion, sexual orientation, national or ethnic origin, age, disability, or veteran status in any program or activity, including the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other University-administered programs. Accordingly, the university does not take into consideration personal factors that are irrelevant to the program involved.

Questions regarding access to programs following Title VI, Title IX and Section 504 should be referred to the Office of Institutional Equity for the University, responsible for the coordination of equal opportunity programs, Wyman Park Building, Suite 515, (410) 516-8075, oie@jhu.edu. [https://e-catalogue.jhu.edu/university-wide-policies-](https://e-catalogue.jhu.edu/university-wide-policies-information/rights-privileges-responsibilities/discrimination-harassment-policy-procedures/) [information/rights-privileges-responsibilities/discrimination-harassment-policy-procedures/](https://e-catalogue.jhu.edu/university-wide-policies-information/rights-privileges-responsibilities/discrimination-harassment-policy-procedures/)

# JHU Resources

#### Center for Leadership Education

The Center for Leadership Education provides many classes in engineering management, English as a second language, and professional communication. While these courses will not count towards the M.S.E. Degree, they can be useful.

Please note: these classes will end up on your transcript, so the grades are important.

More information can be found here: [https://engineering.jhu.edu/cle/academics/undergraduate-studies/professional-](https://engineering.jhu.edu/cle/academics/undergraduate-studies/professional-communication-program/) [communication-program/](https://engineering.jhu.edu/cle/academics/undergraduate-studies/professional-communication-program/)

#### Engineering Student Support & Advocacy (ESSA)

 Engineering Student Support & Advocacy (ESSA) is a group of Case Managers who provide outreach and support for students with significant and complex concerns that affect their academic and personal success. ESSA works with students navigating non-academic issues to:

* highlight their personal strengths/self-advocacy skills,
* increase their access to resources, and to
* help them navigate challenges that might impede their goals of success.

Case Managers work with students who may need to take a Leave Of Absence for physical health, psychological reasons, or other personal emergencies. The department’s contact in ESSA is Allison Leventhal at aleventhal@jhu.edu. Please make sure to reach out as soon as a problem arises, so that ESSA can help assist you.

For more information about ESSA you can find it at: <https://engineering.jhu.edu/studentaffairs/navigatingnonacademicissues/>

#### Financial Aid

The Office of Student Financial Services has other financial aid sources available, including research assistantships and some fellowships. Any enrolled or accepted graduate student who is a U.S. citizen, U.S. permanent resident, or eligible non-citizen may apply for federal and state financial aid. Sources of aid, eligibility requirements, applications, and other information are available at <http://www.jhu.edu/finaid/grads.html>

#### Graduate Student Organizations

Johns Hopkins has many student organizations. A list of some that are specifically geared to graduate students can be found here: <http://homewoodgrad.jhu.edu/life-at-hopkins/graduate-student-organizations/>

In addition, the Graduate Representative Organization (GRO) can be found here: [http://studentaffairs.jhu.edu/gro/.](http://studentaffairs.jhu.edu/gro/) The GRO maintains a list of student groups, which can be found here: [http://studentaffairs.jhu.edu/gro/clubs-groups/list-of-](http://studentaffairs.jhu.edu/gro/clubs-groups/list-of-groups/) [groups/](http://studentaffairs.jhu.edu/gro/clubs-groups/list-of-groups/). Our department also has a student lead group, Materials Graduate society, that can be found here: <https://engineering.jhu.edu/materials/people/materials-graduate-society-mgs/>.

#### Information Technology and Computer Facilities

The Information Technology Department at Johns Hopkins, whose web site is located at [http://it.jhu.edu i](http://it.jhu.edu/)s the online resource for all IT-related information. Their primary focus is to support the missions of the Johns Hopkins Institutions and provide technology solutions for faculty, staff, patients, and students in support of teaching, research, and patient care.

Their website serves as a repository for all IT-related information at Johns Hopkins. You will find a lot of useful information within this site, including an overview of the IT Organization, its projects and services, support for applications and general questions, and news about emerging technologies and strategic imperatives.

The Krieger Computing Lab is located in Krieger Hall. No account is required, just a student ID, for use of the 130 workstations which have basic office and imaging applications. [https://studentaffairs.jhu.edu/computing/campus-](https://studentaffairs.jhu.edu/computing/campus-resources/) [resources/](https://studentaffairs.jhu.edu/computing/campus-resources/)

#### International Office

The International Office can be emailed at ois@jhu.edu and their website is [https://ois.jhu.edu/.](https://ois.jhu.edu/) Please reach out to them with any visa related questions, including questions about Curricular Practical Training (CPT) and Optional Practical Training (OPT).

#### Library

The JHU Libraries are extensive, both on-ground and online. The Sheridan Libraries, on the Homewood campus, include quiet rooms, group study rooms, and a café. Library resources can be found at <https://www.library.jhu.edu/support/>or contact Stephen Stich, the Librarian and Academic Liaison for the Materials Science & Engineering Department. He can be contacted by email at sstich@jhu.edu or phone 410-516-8357. The library also purchases books and journals based on departmental requests. Student requests for books or journals should also be communicated to Stephen Stich.

#### Security

While the Hopkins Security Department provides ample and appropriate security to the campus, they remind us that we must play our part. Please exercise common sense when entering and leaving your office, classrooms, and labs.

* + - Secure your computers, especially laptops!
		- Back up your work onto separate disks or systems in case something happens to the computer via virus, equipment problems, or theft. The University provides free anti-virus software that can be downloaded from the website at <https://it.johnshopkins.edu/services/network/resnet/antivirus>
		- Secure your laptop cases or any bag that might be mistaken for a computer bag.
		- Lock your car and don’t leave any items inside your car in plain sight. Secure them in your trunk or bring them with you.
		- Secure your personal items such as your purse, wallet, books, equipment, and your coat or jacket.
		- If you see someone suspicious in your lab or office, don’t confront the individual; contact Security at 410-516- 7777 right away. Your personal safety is most important.
		- If you are uncomfortable walking through campus or in your car at night or otherwise are concerned for your safety, the Security department provides escort services to selected locations. Call 410-516-8700 to arrange for an escort.

#### Student Disability Services

The Office of Student Disability Services (SDS) assists full-time undergraduate and graduate students in the Krieger School of Arts and Sciences and the Whiting School of Engineering with disability concerns, in compliance with the provisions of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973. SDS assists the University community in understanding the effects of disabilities and in eliminating the physical, technical, attitudinal and programmatic barriers that limit the range of opportunities for students with disabilities, as well as provides individuals with reasonable accommodations. The SDS maintains and protects the confidentiality of individual records as required by law. For additional information and to access the services of the SDS office, please visit

<https://studentaffairs.jhu.edu/disabilities/>contact them at 410-516-4720 or studentdisabilityservices@jhu.edu, or visit their office in Shaffer Hall, Suite 101.

#### Student Employment

The Student Employment Services office offers opportunities for employment for many positions on the campus. They will help you determine your work eligibility. Should you wish to obtain additional employment, please speak with your advisor so you will be able to fulfill the obligations of your education. The Student Employment Services website is located at <https://sfs.jhu.edu/types-of-aid/student-employment/>

#### Student Health and Wellness Center

Students who feel sick or have questions about their health can visit the Student Health and Wellness Center. You may make an appointment and get more information about their services and location here: <https://studentaffairs.jhu.edu/student-health/>

If you are struggling with anxiety, stress, depression, or other mental health–related concerns, please consider visiting the JHU Counseling Center. If you are concerned about a friend, please encourage that person to seek out counseling. The Counseling Center is located at 3003 North Charles Street in Suite S-200 and can be reached at 410-516-8278 and online at [https://studentaffairs.jhu.edu/counselingcenter.](https://studentaffairs.jhu.edu/counselingcenter)

Other support services offered to JHU students to support the 8 facets of well-being (emotional and mental, physical, social, sexual, spiritual, financial, environmental, and professional) can be found here: <https://wellbeing.jhu.edu/>

#### Writing Center

The Johns Hopkins Writing Center offers individual meetings with experienced tutors, including experts in scientific and engineering writing styles. More information can be found here: <https://krieger.jhu.edu/writingcenter>

## Additional Services and Resource

The University offers a variety of services. These are among some others not listed above.

* Office of the Registrar - <https://studentaffairs.jhu.edu/registrar>
* Parking and Transportation Services - <https://jhfre.jhu.edu/ts/parking/>
* Student Financial Services - <https://sfs.jhu.edu/>
* Student Accounts - <http://www.jhu.edu/studacct>
* Office of Institutional Equity - [http://oie.jhu.edu](http://oie.jhu.edu/)
* Ralph O’Connor Recreation Center - <http://web.jhu.edu/recreation/>
* Community Living (Housing) - <https://studentaffairs.jhu.edu/community-living/>
* JHU Career Center - <https://studentaffairs.jhu.edu/life-design>
* Center for Social Concern – <https://studentaffairs.jhu.edu/socialconcern/>(service opportunities and advocate for social change)
* Campus Ministries – [https://studentaffairs.jhu.edu/campus-ministries (](https://studentaffairs.jhu.edu/campus-ministries)for all faiths and those seeking spiritual growth)
* Counseling Center – <https://studentaffairs.jhu.edu/counselingcenter>(whenever we need a little extra help from our friends)
* The Hub – <http://hub.jhu.edu/>(the University’s official news publication)
* Johns Hopkins Magazine- <https://hub.jhu.edu/magazine/>
* Graduate Representative Organization (GRO) - <https://studentaffairs.jhu.edu/gro/>
* Digital Media Center - <https://studentaffairs.jhu.edu/dmc/>

## JHU and Baltimore Extracurricular Activities

Many groups and organizations throughout the University provide ample opportunities for social times and fun. Check out these websites for information:

* Campus Life - <https://www.jhu.edu/life>
* Arts and Culture - <https://www.jhu.edu/life/arts-culture>
* Recreation Center – <https://studentaffairs.jhu.edu/recreation/>(grad students have free membership)
* Hopkins Athletics - <https://hopkinssports.com/>
* Baltimore Collegetown - <https://baltimorecollegetown.org/>
* Baltimore Area Convention and Visitors Association - [http://baltimore.org](http://baltimore.org/)
* Baltimore Office of Promotion and the Arts - [http://promotionandarts.org](http://promotionandarts.org/)

# Appendix – Materials Science & Engineering Personnel

### Tenured and Tenure Track Faculty

Tine Curk, Assistant Professor

Michael Falk, Vice Dean for Undergraduate Education & Professor

Regina Garcia-Mendez, Assistant Professor

Luo Gu, Assistant Professor

Kalina Hristova, Professor

Todd Hufnagel, Professor

Howard Katz, Professor

Michael Kessler, Louis M. Sardella Department Head and Professor

Dingchang Lin, Assistant Professor

Yuting Luo, Assistant Professor

Hai-Quan Mao, Professor

Corey Oses, Assistant Professor

Tim Rupert, Professor

Peter Searson, Joseph R. & Lynn C. Reynolds Professor

James Spicer, Professor

Mitra Taheri, Professor

Tim Weihs, Professor

Note that all tenure-track faculty members are eligible to supervise doctoral dissertations in the MSE doctoral program.

### Research Faculty

Thomas Garrison, Associate Professor

Souleymane Diallo, Associate Research Scientist

Kenneth Livi, Associate Research Scientist

Patty McGuiggan, Associate Research Professor

### Teaching Faculty

Orla Wilson, Associate Teaching Professor

### Department Staff

Steve Bonaccorsi, Sr. Administrative Manager

Lauren Rodgers, Academic Program Administrator

Conner Allen, Communications Specialist

Pamela Jackson, Sr. Administrative Coordinator

Alden Murphy, Lab Coordinator

Melissa Gaines, Sr Grants & Contracts Analyst Sainjali Hussain, Grants & Contracts Specialist

John Modica, Financial Manager

Amy McFarland, Administrative Coordinator

Add course catalogue links

Add approved elective list