



JOHNS HOPKINS
UNIVERSITY

Department of Materials Science & Engineering

Graduate Student Manual

Master of Science in Engineering Program

2025-2026

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1 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 student nearing graduation, this manual serves as your compass, providing invaluable guidance, policies, and procedures. Within these pages, you'll discover a wealth of information on course requirements, milestones, and academic policies tailored specifically to our MSE Master's 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. We are dedicated to your success and academic growth every step of the way.

For clarification of this document, please contact one of these Departmental professors and staff:

- Academic Program Administrator – Lauren Rodgers
- Master's Program Committee Chair – Associate Research Professor Patty McGuiggan
- Louis M. Sardella Department Head – Professor Michael Kessler
- Sr. Administrative Manager – Steve Bonaccorsi
- Your faculty advisor

Additional Contacts:

- Associate Vice Dean for Graduate Education and Lifelong Learning – Christine Kavanagh
- Director of Residential Graduate Academic Affairs – Alison Morrow

2 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.

2.1 University and Whiting School Master's Degree Requirements

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

- Two semesters of full-time, resident enrollment, 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.
- Enrollment in every semester (fall/spring) (whether academic courses, research courses, and/or seminars, etc.)
- Enrollment in the semester of degree conferral (summer conferrals excepted)
- Completion of responsible conduct of research and academic ethics courses.

Visit <https://e-catalogue.jhu.edu/engineering/full-time-residential-programs/degree-programs/materials-science-engineering/materials-science-engineering-master/> for information on these and additional school-wide requirements and academic policies.

2.1.1 Residency Requirement

Once students begin their graduate course of study toward their master's degree, they must complete a minimum of two semesters 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/>

2.1.2 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/>
- Although rare, M.S.E. students conducting research that is funded by the NSF or NIH are additionally required to complete the abbreviated in-person ‘Responsible Conduct of Research’ course (AS.360.625).

Information is available at <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.

2.1.3 Graduate Academic Ethics Course (EN.500.603.01)

As a graduate student, you will be automatically enrolled in the online course, Graduate Academic Ethics (EN.500.603), which addresses essential academic and ethical responsibilities and expectations. You are required to complete this approximately 30-minute tutorial with a passing grade within the first eight weeks of your initial semester. You will see this course appear in your SIS enrollments and list of Canvas courses, usually right after the Add period for that semester (fall/spring). Please refrain from dropping the course upon seeing it. If you do not complete it satisfactorily by the established deadlines (emailed through Canvas - typically by the end of exam period for that semester of enrollment), you will receive an ‘F’ on your transcript and must retake the course to earn a passing grade (P). Be aware that the ‘F’ will remain on your transcript regardless of the outcome of the retake, following the WSE graduate course retake policy.

2.1.4 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. Typical credits assigned for each course include:
 - EN.510.803/804 Materials Science 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 is obtained.
- Full-time MSE students are expected to take at least three 3-credit courses for each of their first two semesters. Business courses are often 2 credits, so three courses may be combined to total 6 credits.
- All first-year MSE students are required to register for Materials Science Seminar for both Spring and Fall Semesters: EN.510.803 (Fall Semester) and EN.510.804 (Spring Semester).
- Visit the Whiting School’s Frequently Asked Questions page at <http://homewoodgrad.jhu.edu/academics/wse-graduate-credit-hours/> for more information.

2.1.5 EN.510.809 Graduate Research – Summer

Students should enroll in EN.510.809 Graduate Research under their Research Advisor’s section if they are engaged in either paid or unpaid research at JHU over the summer. There is no tuition charge for this course during the summer. If

the research is fulltime, they should register for 6 credits.

2.1.6 Interdivisional Course Registration

Students may wish to register for a course in a division other than the WSE and KSAS residential graduate programs (such as through the WSE Engineering for Professionals programs or the School of Medicine). Although there is no extra charge for full-time students in fall and spring semesters, an Interdivisional registration form must be filled out. 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>. Submitting an IDR request does not guarantee enrollment. Note that summer and intersession enrollments typically incur additional tuition fees.

2.1.7 Engineering for Professionals courses

Many interesting and relevant online Materials Science & Engineering and other engineering courses are available via our WSE Engineering for Professionals (EP) program

- Students can count up to 2 EP courses for electives.
- Visit the EP Courses page to find available courses. <https://ep.jhu.edu/programs/materials-science-and-engineering/courses/>
- **Students** should discuss proposed Engineering for Professionals courses with their faculty advisor to confirm that the courses qualify for the degree and get written approval
- The course registration process is different from the standard registration in the Student Information System (SIS). The Interdivisional Course Registration must be completed to register for an EP course. Visit <https://studentaffairs.jhu.edu/registrar/students/interdivisional-registration/> for more information.

2.1.8 Office of Student Enrollment and Account Management (SEAM)

For questions about student accounts, registration, or financial aid, contact the Office of Student Enrollment and Account Management (SEAM) to request assistance. SEAM's knowledgeable and cross-functional student support services team provides personalized assistance in digital and in-person settings. Visit <https://seam.jhu.edu/> for more information.

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

Students are admitted to the course-only Master's program. This program requires students to successfully complete ten graduate level courses. However, once students begin their degree, **they** may seek permission to earn the degree by performing research and writing a thesis or participating in the INBT co-op program and writing an essay/ thesis. **Therefore**, the options for the M.S.E. degree in the Materials Science & Engineering (MSE) department are as follows:

1. Course-based option: Students successfully complete ten 3-credit graduate courses. Up to 2 of the courses must be 600 level courses. The remaining courses must be 400 level or higher. The courses must include 2 core courses as described below.
2. **Essay** Option (students choose from one path below):
 - (a) Research option with essay: Students successfully complete ten 3-credit graduate courses. 2 of the courses must be graduate research courses. Up to 3 of the courses may be 400-level courses. The courses must include 2 core courses as described below. An essay must be successfully completed and approved by their research advisor and a representative of the Master's committee.
 - (b) INBT co-op with essay: Students successfully complete 8 3-credit graduate courses. Up to 3 of the courses

may be 400 level courses and the remaining courses must be 600 level or higher. The courses must include 2 core courses as described below. After completion of the courses, the students will participate in a 6-month industrial internship. An essay must be successfully completed and approved by their research advisor and a representative of the Master's committee.

The two core courses in Materials Science & Engineering include:

- 510.606: Structure and Properties of Materials
- 510.612: Thermodynamics and Kinetics of Materials

Some students may be allowed to take a 3-core course series with prior approval of the course instructor and the Chair of the Master's Committee.

The elective courses are subject to the following rules:

- a) Each elective must be worth at least three credits. Multiple courses that add up to three credits may be used in place of one three-credit course with approval from the advisor and the Director of Master's Studies (DMS).
- b) Up to two of the elective courses may be taken from the Engineering for Professionals Program (EP) part-time program
- c) Up to six credits of the electives may be business courses.
- d) Any elective taken outside of the department (including all EP courses) requires prior approval from the advisor and the DMS. The DMS will determine the appropriate number of credits for any elective taken outside the Whiting School of Engineering.
- e) The Materials Science Seminar Course (510.803/804) cannot count toward the electives.
- f) Up to six credits of Graduate Research can only be counted for electives if the Research with essay option is chosen.
- g) Students are required to take the EN.510.803/804 Materials Science Seminar for **two** semesters.
- h) For the Research option or INBT co-op option, a master's essay or journal publication is required. A master's essay must be approved by the research advisor and a representative of the Master's Committee 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. All students in this option must complete the program with at least eight courses along with the essay.

More information on specific courses can be found here: [EN.510 \(Materials Science & Engineering\) | Johns Hopkins University Academic Catalogue](#)

2.2.1 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 Master's Studies' approval. 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. Please note that transfer coursework grades do not count towards calculation of the GPA.

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, (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/>

2.2.2 M.S.E. Essays/Publications

The MSE department requires the students to send a draft of their essay to their research advisor **one month** before the last day of classes. The final draft of the essay must be submitted to their research advisor **one week** before the end of class. The research advisor will need to approve the student's essay by signing the [Essay Approval Form](#). Once the research advisor agrees that the essay is acceptable, the final essay and the Essay Approval form must be submitted 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 been accepted for publication but not yet published, 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
- Accepted paper

Master's essays may be submitted to the library for publishing. For information, see <http://www.library.jhu.edu/library-services/electronic-theses-dissertations/>. Note that formatting and deadlines are different than described above.

2.3 Degree Completion

2.3.1 Academic Deadlines

Students preparing to complete their degree program in a given semester should see the academic program staff to ensure that all necessary forms and requirements have been completed and submitted **before** the academic deadlines for the semester. Graduation and registration deadlines can be found on the Homewood Registrar's website: <https://homewoodgrad.jhu.edu/graduate-board/deadlines/>

Students who have not completed their requirements by the first day of classes **must** register for the current semester. Those who complete their requirements before the Grace period deadline should file a tuition deferral form with SEAM and will then receive a full tuition refund for the current semester if paid (or just a reversal of charges if tuition not paid), including any non-resident status tuition fees. Tuition paid from departmental funds or research grants will also be refunded.

2.3.2 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 exception to 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/>

2.3.3 Degree Completion Process

2. The candidate emails their intent to graduate one semester prior to graduation to the Academic Program Administrator.
3. The Academic Program Administrator will perform a degree audit in Stellic
4. The student will submit any necessary forms to the Academic Program administrator. The forms includes:

- RCR certificate
 - Waivers/Exception Forms
 - Transcripts
 - Essay/Publication
 - Essay/Publication Letter if applicable
5. The candidates apply for graduation through SIS.
 6. 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

2.4 Part-Time Status and Tuition

Master's students in 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 request to switch to part-time status.

"ESSAY" MASTER'S STUDENTS

After meeting the minimum two-semester "full-time" residency requirement - where a student is full time for a minimum of two semesters - Whiting School master's students who have completed their coursework, but have not yet completed their research to the point where the final and sole activity is writing the essay, may register as a part-time student. **Note:** Most international visas require students to be full-time until their last semester, so international students should check with OIS and make sure they remain in status. Tuition is pro-rated based on the registered credits, with a minimum of three credits charged.

PART-TIME RESTRICTIONS

Part-time students are ineligible to work as student workers, including as Course Assistants.

HOW TO OBTAIN PART-TIME STATUS

Visit the [WSE academic catalogue page](https://e-catalogue.jhu.edu/ksas-wse/graduate-policies/academic-policies/#enrollmentstatussestext) on part-time status. <https://e-catalogue.jhu.edu/ksas-wse/graduate-policies/academic-policies/#enrollmentstatussestext>

Contact the Academic Program Administrator to confirm eligibility to switch time status.

International students must also obtain approval from the Office of International Services 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/>

2.5 Non-Resident Status

"ALL-COURSE" MASTER'S STUDENTS

Students taking the "all-course" master's degree are not eligible for non-residency status.

"ESSAY/Co-op" MASTER'S STUDENTS

Whiting School graduate students are eligible for non-residency status when all degree requirements are complete except the writing of the master's essay. The essay 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 will be written, read, and approved in that semester. The WSE will consider exception requests for an additional semester of non-residency. Co-op Masters students may switch to non-resident status during their internship.

NON-RESIDENT TUITION

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

NON-RESIDENT RESTRICTIONS

Non-resident students cannot enroll in courses except the nonresident course and, by, exception, emergency registration in RCR or graduate academic ethics. 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 must register for non-resident status and enroll in the non-resident course each semester and provide a letter explaining their progress toward degree completion.

RESOURCES

- Graduate Residency and Registration Policies: <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/> (then select the Health Insurance tab)

3 Miscellaneous Academic Information

3.1 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: [Approved Elective List](#)

3.2 Academic Misconduct

Academic misconduct by graduate students is unacceptable. It is the responsibility of all graduate students to adhere to strict standards of integrity in their professional and scholarly activities, as well as to high standards of conduct in their nonacademic activities, and students are encouraged to report known or suspected acts of misconduct. It is the responsibility of the faculty and other supervisors of scholarly activities to monitor carefully the academic and other scholarly activities of graduate students under their supervision and to subject these activities to rigorous evaluation.

All WSE Graduate students enrolled in a full-time, Homewood-based program must complete EN.500.603 (Graduate Academic Ethics) with a grade of 'P' in their first semester of graduate status. The course is an online Canvas course, and most students are automatically enrolled in the course through SIS in their first semester by the Homewood Registrar's Office. Students who do not see the course in their SIS enrollments are responsible for notifying their program immediately.

Academic misconduct is any action or attempted action that may result in creating an unfair academic advantage for oneself or an unfair academic advantage or disadvantage for any other member or members of the academic

community. This includes a wide variety of behaviors such as cheating, plagiarism, altering academic documents or transcripts, gaining access to materials before they are meant to be available, and helping another individual to gain an unfair academic advantage.

In brief, students must submit work that represents their efforts. When ideas and/or results are drawn from other sources (including AI tools such as ChatGPT, etc.), those sources must be cited in the submitted work. Students may not collaborate or discuss solutions to any assignment (including exams and projects) before submission without explicit permission from the instructor. For more information and examples of academic misconduct, please see this link:

https://homewoodgrad.jhu.edu/wp-content/uploads/sites/37/2018/08/Homewood-WSE_KSAS_-WSE-EP_KSAS-AAP-Graduate-Academic-Misconduct-Policy-2018SU.pdf

Violations of academic ethics can have a severe impact on a student's program beyond the penalties described in the policy above. 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.

For first offenses, faculty members will usually deal directly with students suspected of unethical behavior in their courses and will work with the dean's office to assign an appropriate penalty if possible. Faculty and students may seek the assistance of the Department Chair and/or dean's office when an agreement on the charges and penalties cannot be reached. The penalty may be a failure in the assignment or examination or failure in the course. For egregious offenses, subsequent offenses, or there is an inability to reach a mutual agreement in the case of a first offense, the matter will be adjudicated by a Whiting School hearing panel, comprised of faculty and a student. 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/>.

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

3.3 Research/Academic Probation

When 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. Students who do not obtain a C or better in each course and have an overall grade point average above 3.0 are generally placed on academic probation. Receiving a D or F while on academic probation usually leads to the student's dismissal 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 Master's 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-studies/graduate-academic-policies-procedures/> (Select the Homewood Schools Policy for Graduate Student Probation, Funding Withdrawal, and Dismissal Tab).

3.4 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, 2026 |
| • Last Day to Drop Fall Courses – October 6, 2025 | Last Day to Drop Spring Courses – March 3, 2026 |

- Registration Begins for Spring Courses – **November 10, 2025**
- Last Day of Fall Classes – **December 5, 2025**
- Fall Final Exams – **December 10 – 18, 2025**
- Last Day of Spring Classes - **April 27, 2026**
- Spring Final Exams - **May 4-12, 2026**

The official university academic calendar can be found here: <https://registrar.jhu.edu/academic-calendar/>

4 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. The DMSE 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/>
- 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://engineering.jhu.edu/studentaffairs/navigatingnonacademicissues/leavesofabsence/>
- Course Catalog - <http://e-catalog.jhu.edu/>
- Graduation Deadlines – <https://homewoodgrad.jhu.edu/graduate-board/deadlines/>
- Policy on Mentoring Commitments for Ph.D. Students and Faculty Advisors - <https://provost.jhu.edu/education/graduate-and-professional-education-resources/Ph.D.-mentoring-policies-and-resources/>
- JHU Academic Catalogue: <https://e-catalogue.jhu.edu/>

4.1 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 and gives all students 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-information/rights-privileges-responsibilities/discrimination-harassment-policy-procedures/>

5 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-communication-program/>

Engineering Student Support & Advocacy (ESSA)

<https://engineering.jhu.edu/studentaffairs/navigatingnonacademicissues/>

The Office of Engineering Student Support & Advocacy (ESSA) helps students navigate non-academic issues including mental or physical health, interpersonal issues, conflict with advisors, financial concerns, time management, leaves of absence, being victimized, and family emergencies.

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 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. Students should reach out as soon as a problem arises so that ESSA can help assist.

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/>. The GRO maintains a list of student groups, which can be found here: <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/>.

Students are encouraged to get involved in the campus community.

Information Technology and Computer Facilities

The Information Technology Department at Johns Hopkins, whose web site is located at <http://it.jhu.edu> is 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. Students 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.

Whiting IT is separate from central IT support at Johns Hopkins (known as IT@JH). The WSE IT team works out of the WSE dean's office to expedite resolving any IT-related problems WSE affiliated may encounter. Whiting IT attempts to simplify things. Please feel free to [ask us any question](#), even when you're fairly certain it may be outside their control. They'll help you get an answer. To give the best service they take all requests via email to wsehelp@jhu.edu. They will assign your request to the person with the best match of skills and availability to resolve your question most quickly.

The Krieger Computing Lab is located in Krieger Hall 160 and is open 24/7 during the semester. 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-resources/>

Office of International Services

The Office of International Services can be emailed at ois@jhu.edu and their website is <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](mailto:ssstich@jhu.edu) or by phone at 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.

Public Safety

The JHU Campus Security Office provides robust protection across campus, but emphasizes that personal vigilance is equally essential. Students are expected to exercise common sense when entering or leaving offices, classrooms, and labs.

- Secure your computers, especially laptops!
- Back up your work onto separate disks or systems in case something happens to the computer, such as a 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 vehicle 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 safety is most important.

If you are uncomfortable walking through campus or to your car at night or are otherwise 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/> or contact them at 410-516-4720 or studentdisabilityservices@jhu.edu, or visit their office in Shaffer Hall, Suite 101.

Student Employment (Office of University Experiential Learning)

The Office of University Experiential Learning offers support to students seeking part-time employment on campus and helps with verifying work eligibility. Students interested in taking on additional work should consult their advisor to ensure that employment will not interfere with their academic responsibilities. More information and resources can be found on the SMILE website located at <https://studentjob.jh.edu/sessmile.cfm>.

Student Health and Wellness Center

All incoming students attending in-person classes are required to meet specific health requirements. It is essential to complete and submit these requirements to the MyHealth portal before arrival on campus. The Pre-Entrance Health Form Requirements can be found at: <https://studentaffairs.jhu.edu/student-health/incomingstudents/health-requirements/>. Students who feel sick or have questions about their health can visit the Student Health and Wellness Center. Appointment and more information about their services and location can be found here: <https://studentaffairs.jhu.edu/student-health/>

Students experiencing illness or with questions about their health may access care through the Student Health and Wellness Center. Appointments and additional information are available at <https://studentaffairs.jhu.edu/student-health/>. For concerns related to anxiety, stress, depression, or general mental health, students are encouraged to contact the JHU Mental Health Services, located at 3003 North Charles Street, Suite S-200. The center can be reached at 410-516-8278 or online at <https://wellbeing.jhu.edu/contact-us/>. If you are concerned for your own or a colleague's safety, here is emergency information: <https://wellbeing.jhu.edu/emergency-contact-information/>

Johns Hopkins also offers a broad range of well-being resources supporting emotional, physical, social, sexual, spiritual, financial, environmental, and professional health. Visit <https://wellbeing.jhu.edu/> to explore these offerings.

Professional Development

WSE provides access to a variety of professional development resources that will prepare you for your next position or promotion. Visit the [Life Design Lab](#), which is your one-stop shop for career exploration, experiential learning, and hands on professional development support in getting to where you want to go next.

You can find a [comprehensive list of events](#) on the Imagine Center site.

More information can be found on the Engineering Student Affairs site:

<https://engineering.jhu.edu/studentaffairs/resources-and-policies/career-services-for-masters-students/>

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>

5.1 Additional Services and Resources

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

- J Card Office – <https://studentaffairs.jhu.edu/jcard/>
- Transportation Services - <http://ts.jhu.edu/>
- Student Accounts Office - <https://studentaffairs.jhu.edu/student-accounts/>
- JHU Maker Space - <https://makerspace.jhu.edu/>
- 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/>
- Office of Institutional Equity - <http://oie.jhu.edu>
- Ralph O'Connor Recreation Center - <http://web.jhu.edu/recreation/>
- Community Living (Housing) - <https://studentaffairs.jhu.edu/community-living/>
- Center for Social Concern – <https://studentaffairs.jhu.edu/socialconcern/> (service opportunities and advocate for social change)
- Campus Ministries – <https://studentaffairs.jhu.edu/campus-ministries> (for all faiths and those seeking spiritual growth)
- Hillel House - <https://hopkinshillel.org/>
- The Hub – [The Hub](#) publication)
- Johns Hopkins Magazine- <https://hub.jhu.edu/magazine/>
- Digital Media Center - <https://studentaffairs.jhu.edu/dmc/>

5.2 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:

- Engineering Student Life
 - <https://engineering.jhu.edu/studentaffairs/student-experience/living-in-baltimore/>
 - <https://engineering.jhu.edu/studentaffairs/student-experience/>
- 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>
- Baltimore Office of Promotion and the Arts - <http://promotionandarts.org>

Appendix – Materials Science & Engineering Personnel

5.2.1 Tenured and Tenure Track Faculty

Tine Curk, Assistant Professor
Kamal Choudary, Assistant Professor
Jonah Erlebacher, 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.

A.1 Research Faculty

Elaf Anber, Assistant Research Scientist
Souleymane Diallo, Associate Research Scientist
Thomas Garrison, Assistant Research Professor
Shashank Vummidilakshman, Assistant Research Scientist
Sebastian Lech, Assistant Research Scientist
Xizhen Lian, Assistant Research Professor
Kenneth Livi, Associate Research Scientist
Patty McGuiggan, Associate Research Professor
Tarunika Ramprasad, Assistant Research Scientist
M. Raju, Assistant Research Scientist

5.2.2 Teaching Faculty

Orla Wilson, Associate Teaching Professor

5.2.3 Department Staff

Conner Allen, Communications Specialist
Steve Bonaccorsi, Sr. Administrative Manager
Melissa Gaines, Sr Grants & Contracts Analyst
Sainjali Hussain, Grants & Contracts Specialist
Pamela Jackson, Sr. Administrative Coordinator
Amy McFarland, Administrative Coordinator
John Modica, Financial Manager

