SWE Survival Guide
2021-2022

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<th>Position</th>
<th>Name</th>
<th>Major</th>
<th>Graduation Date</th>
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<tbody>
<tr>
<td>President</td>
<td>Kavya Narayanan</td>
<td>Biomedical Engineering</td>
<td>May 2022</td>
<td><a href="mailto:narayanan.105@osu.edu">narayanan.105@osu.edu</a> with matters related to the Ohio State section as a whole or matters that do not fall under any of the other officers’ duties.</td>
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<tr>
<td>Vice President</td>
<td>Lindsay Schmidt</td>
<td>Materials Science and Engineering</td>
<td>May 2021</td>
<td><a href="mailto:schmidt.1051@osu.edu">schmidt.1051@osu.edu</a> if you ever have questions about SWE, engineering, or life in general. Please don't hesitate to reach out! She is always here for her SWEblings :)</td>
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<tr>
<td>Treasurer</td>
<td>Kayla Seppelt</td>
<td>Industrial and Systems Engineering</td>
<td>May 2022</td>
<td><a href="mailto:seppelt.4@osu.edu">seppelt.4@osu.edu</a> for questions regarding the club's finances.</td>
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<tr>
<td>Secretary</td>
<td>Aastha Gupta</td>
<td>Computer Science and Engineering</td>
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<td><a href="mailto:gupta.911@osu.edu">gupta.911@osu.edu</a> for more information about societal membership and joining Ohio State SWE.</td>
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</tbody>
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Outreach Director: Emma Rand  
Major: Biological Engineering  
Graduation Date: May 2022

Contact Emma at rand.43@osu.edu for more information about outreach events.

Social Director: Amber Dyche  
Major: Industrial and Systems Engineering  
Graduation Date: May 2023

Contact Amber at dyche.2@osu.edu if you have any questions about social events that SWE is hosting throughout the year.

Big-Little Director: Madison Chandler  
Major: Food Engineering  
Graduation Date: December 2023

Contact Madison at chandler.372@osu.edu if you are interested in becoming a Big or a Little, have questions about upcoming events, or need help contacting your Big or Little.

Co-Education Director: Abby Nichter  
Major: Electrical and Computer Engineering  
Graduation Date: May 2023

Contact Abby at nichter.10@osu.edu for more information about education events during the fall semester.
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<th>Role</th>
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<tr>
<td>Co-Education Director</td>
<td>Jess Stiene</td>
<td>Material Science and Engineering</td>
<td>December 2023</td>
<td><a href="mailto:stiene.4@osu.edu">stiene.4@osu.edu</a> for more information about education events during the spring semester.</td>
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<tr>
<td>Conference Director</td>
<td>Erin Cowen</td>
<td>Food Engineering</td>
<td>May 2023</td>
<td><a href="mailto:cowen.36@osu.edu">cowen.36@osu.edu</a> if you have any questions about Conferences, how to apply, or how to get more involved with Societal SWE at Conferences!</td>
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<tr>
<td>Special Events Director</td>
<td>Rachel Varughese</td>
<td>Chemical Engineering</td>
<td>May 2024</td>
<td><a href="mailto:varughese.15@osu.edu">varughese.15@osu.edu</a> if you have any event ideas you think SWE should organize or would like to get more involved with event planning by joining one of her committees!</td>
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<tr>
<td>Sponsorship Director</td>
<td>Sarah Madigan</td>
<td>Electrical and Computer Engineering</td>
<td>December 2023</td>
<td><a href="mailto:madigan.50@osu.edu">madigan.50@osu.edu</a> if you are interested in partnering with or sponsoring SWE at The Ohio State University or if you are interested in volunteering with SWE through E-Council.</td>
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<td>Professional Development Director</td>
<td>Emma McLaughlin</td>
<td>Biological Engineering</td>
<td>May 2022</td>
<td><a href="mailto:mclaughlin.453@osu.edu">mclaughlin.453@osu.edu</a></td>
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<td>Publicity Director</td>
<td>Mallory Smith</td>
<td>Mechanical Engineering</td>
<td>May 2023</td>
<td><a href="mailto:smith.12966@osu.edu">smith.12966@osu.edu</a></td>
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<td>Website Director</td>
<td>Areebah Jamal</td>
<td>Computer Science and Engineering</td>
<td>May 2023</td>
<td><a href="mailto:jamal.34@osu.edu">jamal.34@osu.edu</a></td>
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<td>Career Fair Director</td>
<td>Leah Pultz</td>
<td>Aeronautical Engineering</td>
<td>May 2022</td>
<td><a href="mailto:pultz.10@osu.edu">pultz.10@osu.edu</a></td>
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Contact Emma at mclaughlin.453@osu.edu if you know of a company or organization looking to partner with the Ohio State section of SWE to plan professional development events. Also, send her any professional-related questions you may have!

Contact Mallory at smith.12966@osu.edu for any publicity matter; if you need something for SWE publicized, need flyers for an event, have pictures to be posted on social media, need t-shirt designs, or anything else!

Contact Areebah at jamal.34@osu.edu if you have any questions about the website, would like something posted on the website, or anything related to the website.

Contact Leah at pultz.10@osu.edu if you have any questions regarding the SWE Career Fair in February!
| Membership Director: | Hannah Adams  
**Major:** Biological Engineering  
**Graduation Date:** May 2023 |
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<td>Contact Hannah at <strong><a href="mailto:adams.2281@osu.edu">adams.2281@osu.edu</a></strong> if you are interested in joining SWE and would like to know how to get started! (i.e., how to be put on the mailing list, which events to come to). I'll be your buddy through the process of joining our SWE section!</td>
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| Co-Historical Director: | Mackenzie Bennett  
**Major:** Civil Engineering and Spanish  
**Graduation Date:** December 2022 |
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<tr>
<td>Contact Mackenzie at <strong><a href="mailto:bennett.1264@osu.edu">bennett.1264@osu.edu</a></strong> if you want to connect with alumni and need information about the history of SWE in the fall semester.</td>
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| Co-Historical Director: | Kelli Ross  
**Major:** Industrial and Systems Engineering  
**Graduation Date:** December 2023 |
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<td>Contact Kelli at <strong><a href="mailto:ross.1638@osu.edu">ross.1638@osu.edu</a></strong> if you want to connect with alumni and need information about the history of SWE in the spring semester.</td>
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TRANSITIONING TO COLLEGE

College isn’t easy and it’s full of new life experiences and working hard in ways that you never have before, so we wanted to show you all of the not-so-fun things we’ve had to overcome. Now we’re on the other side, cheering you on!

What I Wish I Knew Before College...

Be patient with the adjustment. Don’t underestimate the transition, especially if you’re out of state. Being away from friends and family can be difficult, topped off with having to navigate and learn important life skills, which can kickstart stress and anxiety. You have to figure out a new way to take care of yourself, so be patient and forgiving while you figure it all out and be excited for everything that’s in store for your college career!
Saying "no" to things is okay! Finding a balance between school or work and personal time is crucial to maintaining a healthy lifestyle. Time management is like a muscle—you have to be intentional about working on it, and it will eventually come naturally.

Don’t be afraid to ask for help. Just because you did well in certain classes in high school doesn’t mean they’ll be a breeze here. It can seem daunting to approach an instructor or TA, but they want you to learn and understand the material as much as possible.

It’s okay if you don’t get into your major on the first try. Most majors allow people to apply twice, so re-evaluate your priorities and identify what you can work on. It’s also always great to have a back-up major; being openminded and exploring different disciplines can lead to finding a passion you didn’t know you had!

You don’t have to have it all figured out. There is no one right way to have “the college experience,” so find what makes YOU happy and run with it! Your major, your friends, and the mindset you enter college with may all change before you leave— you are here to grow, and change is often a part of that growth. Always be open to new opportunities and new ideas.

It is so important to make connections with people around you. Friends can be a wonderful resource and really will help make school so much easier to manage. Don't try to push through your classes alone—talk to the people around you! SWE is a great way to find new friends; when you step out of your comfort zone, you can connect with people you’d never expect to find.
How to make long-lasting friends, even as a commuter or going to school virtually.

Getting involved in campus organizations is the most surefire way of making connections; even as a commuter or fully online student, you can still attend club meetings and events—just check the schedules of the club and see what works for you! Having these relationships makes way for long-lasting friendships and is how you can find the people that let you be the most authentic version of yourself.

Get involved in clubs and organizations that appeal to you—there’s a club for everything! You don’t have to do everything you did in high school, but it’s nice to build a community of people with similar interests around you. If you get overwhelmed with the demand, find one org you love and grow vertically in it; apply for chairs and positions if you want to get more involved.

Health challenges, learning how to cope with mental health issues, or being homesick. We’re fortunate enough to have the Wilce Health Center and the Wexner Medical Center for any physical health issues you may have. Regarding mental health, we have the Career and Consultation Services (CCS) and therapy services available to OSU students. There’s also a Student Wellness Center available in the RPAC with classes and coaching revolving around holistic wellness. It’s important now more than ever to take care of your mental health, and we want you to do whatever possible to feel like your best, healthiest self.

**CCS Resources:** [https://ccs.osu.edu/about-us-and-our-services/on-campus-resources/](https://ccs.osu.edu/about-us-and-our-services/on-campus-resources/)

**Wilce Health Services:** [https://shs.osu.edu/](https://shs.osu.edu/)

**Student Wellness Center:** [https://swc.osu.edu/](https://swc.osu.edu/)
MANAGING STRESS

How We Manage Our Stress…

We’re working to shape the future of engineering– stress is inevitable! Learning how to manage it is essential to thrive as a student. Whether it’s getting a good sweat in, connecting with loved ones, or taking some one-on-one time to give your brain the TLC it needs, we’ve put together all of our favorite ways to destress. It’s important to remember to take care of yourself above all else, and your SWE-sters are always here for any support you may need!
Go for a run.  
“I go on runs almost every day. It is a really great way for me to compress and get my blood pumping. I feel I am more productive if I take the time to go on a run than if I just try to do homework all day.”
Erin Cowen

Go to the gym.  
“I think putting all of your anger and frustration into a workout is a very productive way of coping with stress. The more stressed I am, the harder I work at the gym, and there’s no adverse effects!”
Aastha Gupta

Make small, accomplishable goals and put them on a planner or list.  
“Lists really help me get all of my thoughts out on paper so I do not have to stress about forgetting them and can accurately appraise my workload.”
Katie Lenz

Spend time in the sun.  
“Exposure to sunlight is thought to increase the brain’s release of a hormone called serotonin. Serotonin is associated with boosting mood and helping a person feel calm and focused.”
healthline.com

Call a loved one.  
“Anytime I’m feeling stressed or overwhelmed, I call my mom and she helps talk me through it. No matter what the problem is, she always knows how to fix it!”
Mallory Smith

Do yoga.  
“Yoga relieves stress by simultaneously getting us into better moods, enabling us to be more focused on the present moment, and by encouraging us to give ourselves a break.” Plus, there are free yoga classes at the RPAC for all levels! verywellmind.com

Read you favorite book.  

Listen to your favorite music and have a dance party, by yourself or with friends!

Try to make a new recipe.

Refresh your brain with a movie you love.
Staying Organized

Keeping an organized workload—especially with online classes—is key to minimizing stress and splitting up your responsibilities in order to keep a balanced life. We’ve come up with a few tried-and-true methods that help keep us together and running smoothly.

BUY A PLANNER

• At the beginning of the semester, go through all of your syllabi and write down all important dates such as midterms, finals, projects, etc. This gives you a head start on knowing which weeks will be most busy!

USE GOOGLE CALENDAR

• Putting all your classes in a specific calendar is a great way to manage your work throughout the day.

It’s also helpful to add commitments to and/or events for other clubs so you don’t forget about them. Google calendar is perfect for color-coding based on event type! You can also utilize the task function and keep a running list of things you have to get done. You will have much more open time than you're used to, but it’s still important to try to maintain a set schedule for work and stay consistent.
TIMEBLOCK

- Harvard Business Review named time-blocking as the #1 best method for staying productive. You sort things to-do into your top priorities and then jot down a list of other major tasks you want to accomplish. You can then assign the tasks to a certain time in which to get it done. It’s a great way of visualizing just how much time you have in the day to get stuff done, and it holds you accountable to your responsibilities!
Here’s an easy printable (or digital!) time-blocking outline to help you get started:
http://deborahho.com/timeblock-planner

DISTINGUISH WORK SPACE AND RELAXATION SPACE

- Your bed is for rest, your desk is for homework. This keeps you from relaxing and losing focus when you need to be working!

FIND WHAT WORKS FOR YOU

- Some people may like a to-do list while others work better with an hourly planner. Whatever work best for you—figure it out and utilize it, because you will find that you are balancing more assignments, activities, and life tasks then you did in high school. Especially with COVID, the method that works best for you can evolve in different ways and at different times, but it’s always best to remember to find what fits you and your work habits best!
Educational Resources

For all the times that class can get harder than you thought, OSU provides these convenient resources to help you work through it. Though COVID-19 has changed how they are traditionally ran, the services are still available through various online outlets!

MATH AND STATISTICS LEARNING CENTER (MSLC)
The MSLC is staffed by TA's; you can relax in there and work on your homework and ask questions when needed. They have been known to save lives during Math 1172!
Located in 1st floor & Basement of Cockins Hall; subject to change due to online classes (visit https://mslc.osu.edu/online/lessons).

ENGINEERING CAREER SERVICES (ECS)
Their expertise when it comes to all things professional is unparalleled! Visit when you’re curious about interviews or career fairs, or just stop by to say hi to Olga Stavridis!
Located in 1st floor of Hitchcock Hall; changed to online appointments due to COVID (visit https://ecs.osu.edu/ for more info).

OFFICE HOURS
Utilizing office hours is essential for getting one-on-one help or advice from your TA’s. It can seem intimidating at first, but they’re always there to help guide you!
Location varies depending on the instructor; for online classes, they usually specify a zoom link.

ADVISORS
Advisors exist solely to help you along your journey at Ohio State and in Engineering. Even though they aren’t instructors, they have so much insight on what courses are best to take, when to take them, and how to structure your college career in order to get the experience you want!
Locations vary based on specialization, but their emails are always a valuable resource.

MANAGING STRESS
PROFESSIONAL TIPS

How Do I Talk to Companies?!

One of the biggest opportunities we have as engineering students at Ohio State is the engineering career fair in the fall and the SWE career fair at the beginning of second semester. Tons of companies show up with just one goal: to make connections with students who want to get more technical experience in the field. Despite COVID, we are still pushing to find ways to connect our members with employers, so stay up to date on our social media and website. Even though it’s an amazing experience, it can be daunting—even for upperclassmen! Here’s what we have to say about talking professional.
1 Do research on the companies you want to visit beforehand. You want to know who you're talking to, and you want the companies to feel your excitement and recognize why you want to be a part of that company specifically versus any others. If it isn't obvious on your resume, make sure to speak to how your experiences can translate well to their company/the position.

Did you know…
Almost 150 companies were featured at the last SWE career fair, including big names like GE, Delta, and Target!

2 The best thing you can do is to be yourself! As cheesy as it sounds, you want the recruiter to know the most authentic you. It's okay if you don't have a clear cut "elevator speech"; it's typically more helpful to have talking points to hit on rather than trying to replicate a speech to every recruiter. The conversation flows better this way! Let your personality shine through and find something that you have in common with the recruiter.

3 Don’t be afraid to brag on yourself. The recruiters only know the side of you that you want them to know, so be open-minded, excited, and professional. Give examples of times you have learned new skills or overcome any obstacles to show your potential and ask them for any advice moving on in the future.
There is no one right or wrong way to make a resume, so include the things that you think highlight YOU the best. Work to make it effective and professional but also make sure it is a resume you like and feel confident in!

First and Foremost…

Use ECS Resources to help you build and format it.
https://ecs.osu.edu/news/2015/06/what-not-write-ten-rookie-resume-mistakes

Keeping Track

It’s helpful to keep a master doc of all your experiences and positions, and as you gain more experience you can pick and choose what information is best to include for you.

Regarding Experience…

Even if you don’t have engineering work experience, focus on transferrable skills (like collaboration, time-management, etc) that you could have learned from other jobs or clubs. It’s also beneficial to include data and numbers to show tangible impacts of your work (if applicable).

Reviewing

Remember to keep your formatting consistent and easy to look at— if it’s a jumble of words, it can be off-putting to recruiters. Have a trusted friend (officers are happy to help) look over it. It’s helpful to have multiple perspectives see it, so ask for advice!

In the End…

There is no one right or wrong way to make a resume, so include the things that you think highlight YOU the best. Work to make it effective and professional but also make sure it is a resume you like and feel confident in!
NAVIGATING OSU

One of the most intimidating things about coming to college is navigating the terrain—being afraid of getting lost, not knowing where any of your buildings are or how long it will take you to get there is something we’ve all faced! OSU is big, but we like to consider ourselves experts.

Real Talk:

If you’re scared about figuring out where all the buildings on campus are, how to use campus buses, or finding the best way to utilize your meal plans, don’t worry! We’ve all been there. When people tell you that you’ll know campus within the first weeks of being there, they’re really not kidding. **One of the most valuable resources we have is the OSU app;** it has almost everything, from your class schedule, to a campus GPS, even down to the real-time locations of buses. Find creative ways to stay engaged in campus, even in the face of COVID—take a walk around campus or meet your friends for a socially distanced picnic on the oval! No matter what it is you do, get out and responsibly enjoy the beauty that is THE Ohio State University.
Exploring Columbus

Columbus is the 14th largest city in the country and it’s full of fun things to do— even in the midst of COVID-19. Though a lot of restaurants and museums are open to varying degrees, most have take-out options and plans for their re-opening available. Safely use the COTA to explore places around Columbus with your friends and remember to stay safe with a mask and respect social distancing.

1. Our Favorite Restaurants, Art/Culture and Shopping:
   a. Easton Town Center
   b. Gateway District on Campus
   c. Columbus Association of the Performing Arts (CAPA)
   d. The North Market
   e. German Village

2. Fun Activities to Do with Friends:
   a. Explore the Short North
   b. Take on the Infamous Columbus Coffee Trail (and get a free tshirt!)
   c. Take your friends to the Whetstone Park of Roses and have a safe picnic
   d. Explore COSI
   e. Go to the Columbus Zoo lights at Christmastime

PRO-TIP:

Use your BuckID for discounts at spots in Columbus! Go to https://buckid.osu.edu/merchants to see the full list of merchants that will accept BuckID Cash.
For Fun…

- Make use of the fun activities OUAB/Res Life puts on! They have tons of events like:
  - Night at the Columbus Museum of Art
  - Light up The Lake around Christmas
  - Improv Comedy Festivals
  - Movie Showings
  - Concerts

Follow them on all social medias @ouab so you can take advantage of all of the awesome, FREE programming they do!

- Take advantage of the RPAC amenities. They offer different levels of yoga, Zumba, and Barre classes, and there’s even a pool open to students!

For Studying…

- If you want a study room in one of the libraries, book it a week or two in advance and put it on your calendar. You can always cancel last minute, but it’s unlikely that you’ll be able to get one on the day of.

- Go to the smaller libraries and cafes! Some of our favorites are:
  - the Biological Sciences and Pharmacy Library
  - CFAES Library and Café
  - KSA Café in Knowlton
  - Crane Cafe

- Find creative ways to explore “off campus” spaces, like cafes.
  - By south campus there's a coffee shop established in an old church about a 10-minute walk away called Stauf's, perfect for studying

- If the weather is nice, a great study spot is the rooftop garden on Knowlton, across from Hitchcock.

- The cubicles on the main floor of Smith labs is a great place for studying or relaxing in between classes! Plus, there’s whiteboards that are nice to use for studying before exams with a group.
WHY SWE?

Why We Think You Should Join SWE

Engineering isn't easy and being a woman in engineering is even harder!

SWE is the place where you can find a community of girls that have similar drive and interests as you. Whatever you are looking for in an organization, we have it! Our goal is to support women in engineering in every aspect of their college career, so you have access to a variety of resources including social activities, professional development advice, mentorship and volunteering opportunities, and so much more.
SWE Specific Resources

We have a wealth of resources designed and available just for members of SWE in order to help create social connections as well as getting experience to put on your resume.

- **SWE marketplace**
  - A Facebook group where SWE members can sell and trade things like textbooks, room décor, and anything else you can think of!

- **SWE Fun & Discussion GroupMe**
  - A GroupMe group where newer SWE members can ask any questions to older members or connect with other members.

- **SWE Gets Fit GroupMe**
  - A GroupMe group where SWE members can encourage and motivate each other to get active. It’s the perfect place to find people to go to workout classes or hit the RPAC with!

- **SWE Website**
  - THE place where you can find anything and everything SWE, complete with an ally database, the history of OSU SWE, and a google calendar of all our events.
WHY SWE?

• Big-Little Program

  ○ A program where members can get paired into a family for mentorship and friendship. Plus, when you hang out with your fam, you can get free gift cards to places like Starbucks and Chipotle!

• Professional Support and Conference

  ○ Being in SWE means having a community behind you to help review your resume, give advice for interviews, and extend your network of connections within the professional world. We also travel to conferences twice a year, which gives us a chance to bond as a section, attend professional sessions, and learn more about national SWE.

• Chair and Officer Positions

  ○ You can also use SWE to get experience! While you do have to be a member of Societal SWE in order to run for an officer position, there are special chair positions catered to freshman—namely, the Freshman Ambassadors Program.
This sounds awesome! How do I join?

I. Mailing List
If you're an Ohio State student or a faculty member and would like to be added to our mailing list, please email our secretary Kavya Narayanan at narayanan.105@osu.edu with your name and dot number. Once you've been added to our mailing list, you’ll receive our weekly newsletter and updates about SWE-sponsored events here at OSU as well as volunteer and leadership opportunities.

II. Follow us on Social Media
Our main socials are @osuswe on Twitter, Instagram, and Snapchat, but check out our blog, LinkedIn, and Facebook pages on our website!
https://swe.osu.edu/about-us/social-media

III. Keep up to date with offers and events by using our SWE Google Calendar
Stay in the loop with all SWE events by checking the google calendar on the website!
https://swe.osu.edu/calendar

IV. Join Societal SWE
We recommend becoming a Societal Member for further benefits within our section, such as running for an officer position or applying for scholarships. Click on the link below, select the “join” option, click on the “Sign up here” link, and fill in the info to complete the process. **OSU SWE Society Code: G059.**
http://societyofwomenengineers.swe.org/index.php/membership
The different types of memberships are:

a. **Collegiate to Career (C2C)** - For a one-time $50 payment, collegiate members can obtain a SWE membership for their collegiate years through the first year they qualify for professional grade membership. C2C is beneficial to students with two or more years of schooling left. **This is the type of membership typically recommended to our new SWE members here at Ohio State— it’s the best bang for your buck!**

b. **Collegiate** - SWE Membership is available for $20 to college students majoring in engineering. No application fee is required. To be eligible, you must be a college student and not employed full time in engineering.

c. **Joint** - This option allows you to join SWE and one of the following three professional organizations for a reduced rate: The American Indian Science and Engineering Society (AISES), the National Society of Black Engineers (NSBE), or the Society of Hispanic Professional Engineers (SHPE). (Only available April 15-December 31)

SWE has given us some of our favorite memories— whether it’s bonding and growing at conference, meeting new friends and becoming inseparable, or having people to celebrate our successes with us, we’ve loved having each other and having an organization that fosters our growth personally and professionally. We would love to have you be a part of our section!