UNIVERSITY

Important Advising Dates

- Last day to drop Track B classes with no grade: March 17
- Fall registration: March 18 – April 4
- Last day to drop Track B class with W: April 2

The Registrar’s Office has moved

The Registrar’s Office has moved to 224 Administration building. Take the elevator to the second floor and turn right.

Environmental Engineering Courses Have a New Code (ENVE)

Environmental Engineering course numbers are changing their look. They will now be identified with ENVE instead of CE. When looking for Environmental Engineering courses on banweb select Environmental Engineering (ENVE).

Engineering Advisors Contact Information

- Biomedical, Undecided, and BS in Engineering: Ms. Amy Monte, 112C Dillman, engadv@mtu.edu, 487-3057
- Chemical: Ms. Katie Torrey, 202M ChemSci or Dr. Faith Morrison, 304B ChemSci, for both use cmadvise@mtu.edu, 487-3132
- Civil and Environmental: Ms. Julie Ross, 103 Dillman, jzross@mtu.edu, 487-3410
- Electrical and Computer: Ms. Judy Donahue, 131 EERC, jmdonahu@mtu.edu, 487-2232
- Geological: Dr. John Gierke, 627 DOW, jsgierke@mtu.edu, 487-2535
- Materials: Ms. Ruth Kramer, U101 M&M, ruthie@mtu.edu, 487-3375
- Mechanical: Ms. Danise Jarvey, 205A MEEM, dnjarvey@mtu.edu, Dr. Jim Mattson, 204A MEEM, jaamatts@mtu.edu, or Ms. Marlene Lappeus, 204 MEEM, mmlappeu@mtu.edu, for all use 487-2564

ADVISING

Registration

Fall registration will open March 18th, 10:00 pm through April 4, midnight. If you have questions regarding what classes to take, you should make an appointment to meet with your academic advisor.

Registration typically opens each night at 10:00 pm. Due to the large number of sophomores and juniors, there will be two start times on Wednesday, March 24th and Friday, March 26th at 10:00 pm and 11:00 pm. To find out what day and time you register go to: www.mtu.edu/registrar/students/registration/prepare/.

- Priority is based on the number of credits earned at the time of registration. This does not include the number of credits the student is currently taking.
- Students may register anytime on or after their scheduled day.
- The web will be unavailable for registration from 2:00–2:30 am each day.
- Registration closes at midnight Sunday, April 4th.
- Forms are available on-line.
- Grading Option/Credit Change: to take a course as an audit or pass-fail or for variable credit courses.
- Overload Permission: to take over 18 credits.
- Special Approval/Restriction Waiver: to waive major, level (undergraduate or graduate), class restriction (Freshman, Sophomore, etc.), pre- or co-requisites, or for special approval.
- Time/Exam Conflict Permission: to take two courses that have a time conflict.

CAREER

Student Employment Fair

If you are interested in finding a job on campus you may want to attend the Student Employment Fair.

Memorial Union Building Commons
March 17th, 2010, 10:00 am - 2:00 pm
Dress is casual