Spring 2022

First-year Spring Advising Meeting

Electrical Engineering & Robotics Engineering

Have your flowchart handy

Agenda:

- Choosing classes for next semester
- Normal or Accelerated pace for Linear Algebra/Diff Eq
- Registration Priority Schedule
- How to join enterprise
- Programming course(s) (which one is best for me?)
- Course drop deadline current semester = March 25th before 5pm
- Taking summer classes
- Explore:
  - EE concentrations, minors, co-op, study abroad, accelerated masters

The links within these slides are activated to get you to relevant information.

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EERC 131

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Appointments: see How to contact me
REGISTRATION DATES

• Fall 2022 registration opens **March 13th** following the
  • **Registration Priority Schedule** (shows your start date & time)
  • Based on the number of credits you’ve *completed*.
  • Register at your start time for best chances of seats.

• Fall registration closes April 3rd, then **re-opens April 5th 10pm.**
  *and will remain open* until fall classes begin.

• MTU Summer registration is open until classes begin
• MTU Summer classes begin and end:
  **Track A:** May 9 – June 24  
  **Track B:** June 27 – Aug 12

Mark Your Calendars!
REGISTRATION LINKS

1. **ECE Advising Pages**
   1. Computer Engineering (8-sem. flowcharts and electives lists)
   2. Electrical Engineering (8-sem. flowcharts and electives lists)
   3. Robotics Engineering (8-sem. flowcharts and electives lists)

1. **Prepare for Registration**
   1. General education Find valid Core, HASS and co-curricular courses.
   2. Schedule of Classes (SOC) Look up class offerings
   3. Approval/Waiver Form Join enterprise/Instructor approval
   4. Course Descriptions Look up prerequisites/restrictions
   5. Registration Forms Waiver/Late -Add form/First -year permission

Helpful links for registration planning

Very Helpful!
Choose your courses & Check Prereqs

Consider:
MA2320
Normal-paced
Lin Alg & Diff Eq

Key to note: Differential Equations is a prerequisite for EE2112.

Consider taking a class in summer to avoid an 18 credit semester in Spring of 2nd year.

CS1111 or CS1121?
Take CS1121 if considering CS minor or CpE Double Major
Sample Semester 3 – Fall of 2\textsuperscript{nd} year

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<thead>
<tr>
<th>Robotics Engineers</th>
<th>Electrical Engineers</th>
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<tr>
<td>\textbf{MA 3160 (4) or MA 2320(2)}</td>
<td>\textbf{MA 2321 &amp; MA 3521 (4)} (or \textit{MA2320(2) delays EE2112})</td>
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<tr>
<td>EE 3010 (3)</td>
<td>EE 2111 (3)</td>
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<td>ENG 2120 (4)</td>
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\textit{If you need more credits, may add:}
- CS 1111 if you haven’t yet taken it
- CH 1150 & CH 1151 if you haven’t yet taken it
- General education course (lists)
- Co-curricular activity (list)
- ENT 2960 (1) if you’re interested in trying Enterprise
Registration Advice for 2nd year classes

Follow flowchart – best option for avoiding conflicts and following prerequisite orders
1. MA 1032 students – consider taking Calculus 1 during summer (MA 1160)
2. MA 1121 students – consider taking Calculus II during summer (MA 2160)
3. Choose your next math course; Consider best pace for Linear Algebra and Differential Equations
4. ENG 1100 students - take ENG 1102 in fall
5. If choosing general education courses, verify they are valid and needed in your audit report
6. EE’s who are interested in a Concentration – get a copy of the flowchart with a concentration
7. RE’s take EE3010 in the 2nd year, EE’s take EE2111 and EE2112.

Important Notes:

- Recommendation: Take MA1160 or MA2160 in Summer if not completed in first year. May take at a Community College or MTU.

- If you have not yet taken UN1015 or UN1025 – may take in summer at CC, or schedule after it in fall class restriction removed.

- Take MA2320, normal paced Linear Algebra, if you’re not ready for the accelerated pace of math courses (MA2321 & MA3521).

- If you’re interested in additional programming and CS courses, CS minor, or double-major with CpE – take CS1121, java, instead of CS1111, C. If you know a programming language, take CS Assessment if interested in CS1131 (accelerated Intro to programming in java).

Filler courses: Need more credits?
Take CH1150 and CH1151 if not yet completed.
HASS course – follow the guidelines and check your degree audit report to see which list and level you need.
Co-curricular activity
Join an enterprise ENT2950 – 1 cr. (optional)
WHICH PROGRAMMING CLASS?

CS 1111 – Introduction to Programming in C/C++
CS 1121 – Introduction to Programming I (Java) May replace CS1111
CS 1122 - Introduction to Programming II (Java) May count in Approved Electives
CS 1131 – Accelerated Introduction to Programming (For students who already know programming)
CS 1142 – Programming at the Hardware/Software Interface (may count in SELECT elective for EE’s)

Link to Course Descriptions

EE and RE Majors:

- Take CS 1111, C programming, if not yet taken.
- ‘C’ is the best language for Electrical Engineers and Robotics Engineers.
  - (Python also good for RE’s if you get a chance – learn on your own or take an extra course)
- If considering a CS minor or EE/CpE or RE/CpE double-major, or want additional programming skills, take CS 1121 CS 1111 or CS 1131 if you’ve completed CS 1111.
- Take CS 1121, CS 1122 (or CS1131), and CS 1142 if you’d like additional programming skills.

CS Minor and CpE/EE and CpE/RE Double-majors:

- Start with CS 1121 or CS 1131 (do not take CS 1111).
- If you’ve completed CS 1121, take CS 1122 next.
- If you’ve completed CS 1131, consider CS 1142 next.

If confused, take CS 1111 to start; meet with advisor for help.
Calculus courses: Choose Matching “lab” section: R01 and L01 or R04 and L04.
SAT 2711: Choose R01 and L01.
CS 1111: Choose any lab section (L01 or L02 or L03 or L04) with the Recitation section R01. Key in two CRN’s.

**LINK ERROR** = missing lab or co-requisite section

### Computer Science

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Click CRNs to see course details (such as pre-requisite, co-requisite, restrictions)

In the course catalog description:

- Credits: 3.0
- Lec-Rec-Lab: (0-2-2)
- Semesters Offered: Fall, Summer
- Restrictions: Must be enrolled in one of

**Hours per week:**

Lec-Rec-Lab (3-0-2) (3-0-2) (0-2-2)

(# Hrs Lecture - # Hrs Recitation - # Hrs Lab)
MA2321 and MA3521 accelerated – both in same semester

- MA2321 (track A) is the pre-requisite for MA3521 (track B)
- Register for both CRN’s MA2321 and MA3521 else “Link Error”
  - 81122 and 81125
- Take at least 14 Credits (financial aid safety net with accelerated courses)

OR take Full-Semester courses:

MA2320 in Fall, then MA3520 in Spring separate semesters

- May or may not add a semester to graduation plans.
- EE’s cannot take EE2112, Circuits II, until Differential Equations is complete.
- If you are NOT strong in Math, do not take accelerated courses.
1. Print waiver form - Registrar’s webpage or fill in digitally.

2. Fill in name, ID, and course information

3. Take (or email) form to instructor for approval

4. If approved, take signed form to the Student Services Center – Admin Bldg (Registrar’s Office) Or E-mail the form to schedule@mtu.edu

5. Most enterprises require this form

Full section? what to do:

For full EE courses, sign up on the ECE course waitlist for Fall 2022.

For out-of-department courses:
- find another section
- check often for a seat to open
- postpone/switch with a future course
- contact the course instructor or advisor in that department.
WHAT IS ENTERPRISE?

- View Project teams here.
- May begin as early as first or second year (ENT1960, ENT2950, ENT2960)
- May complete **engineering design requirements** (ENT3950, ENT3960, ENT4950, ENT4960)
- Technical project work plus develop business and leadership skills
- Project must include application of your major skills (RE, EE, CpE)

**ECE Department Enterprises:**

- BMSE – Blue Marble Security **L02** (Dr. Glen Archer EERC 629)
- ITOE – IT Oxygen Enterprise – **L10** (Mr. Nagesh Hatti EERC 712)
- OSHE – Open Source Hardware **L33** (Dr. Shane Oberloier, EERC 518)
- RSE – Robotic Systems **L15** (Dr. Jeremy Bos EERC 623 or Dr. Tony Pinar EERC 731)
- WCE – Wireless Communication **L03** (Mr. Kit Cischke EERC 520)

**Other enterprises:**

- Aerospace
- Advanced Metalworks
- Green Campus Enterprise
- Supermileage Vehicle
- Innovative Global Solutions
- Open Source Hardware
- SENSE

Many more…Visit the [enterprise website](#)

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**Enterprise Project Work Registration checklist:**

- Register in ENT2950 if you have six semester left
- Use ENT1960 if you have 7 semesters left
- **Registration guide** - # semester you have remaining
- Look up Section Number and instructor on [Schedule of Classes](#)
- Use [Approval/Waiver Form](#) for registration
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Add/Drop Classes:

This page is used to add or drop classes for the selected term. To add, enter the Course Reference Number (CRN) in the Add Class table. If you are unsure of the classes you want, or if you are uncertain of the term, you can use the drop option available in the Action field of the current schedule. If no options are listed in the Action field then the class may not be dropped.

When add/drops are complete click Submit Changes.

You are registered for all classes appearing under Current Schedule.

Variable credit courses will be added to the Current Schedule at the minimum amount of credits. (i.e., 1 credit for variable will be added as 1 credit) Click on the Change Class Options button or credit course.

Submit changes for CRNs with low seating availability or high priority classes first.

To clear all courses appearing under Registration Errors, you may click on Add/Drop Classes at the bottom and the page will be refreshed enabling you to easily continue your course.

Click on help at the top of this page for information on Registration Errors.

Scroll to the bottom to select schedules (Grid/Detail) for printing.

You must process your bill by the due date, even if you have a zero or credit balance, to avoid late fees and course cancellation.

Textbook Information

View Final Exam Schedule

Add Classes Worksheet

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<th>CRNs</th>
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Submit Changes  Class Search  Reset
TAKING CLASSES DURING SUMMER?

If you have time to attend a class and put in the effort:

Where?
- Michigan Tech online or on-campus (search Schedule of Classes)
  - Track A or Track B or full summer
- Community college or college near you for transfer credit

Why?
- To get ahead or get caught up
- To lighten future semester course loads
- To repeat a course for better understanding and/or improve your GPA
  - Third attempt form is required if the class was taken twice before

Summer course suggestions:
- Composition
- Global Issues
- Your next Math course
- University Chemistry
- General education course – ensure it is one that you need.
SUMMER CLASSES? Prereq for fall?

- Notify transfer@mtu.edu if you are taking summer courses elsewhere that are prerequisites to courses you need in fall. Temporarily “In Session”.

Some Michigan colleges will request a guest application:
- Complete a Guest Application (if applicable) – via the Registrar’s Office.

- Transfer Equivalency System – Look for previously evaluated courses

- Send syllabus to transfer@mtu.edu for evaluation (if course is not listed on the equivalency list)

- A grade of “C” or higher is required to transfer a course to MTU

- Send final transcript upon completion. (this is not automatic!)

MTU Transfer Services
Student Services Center, 110 Admin Building
transfer@mtu.edu
Track B: Drop / Add Deadlines

Track B Classes begin week of Monday, February 28th.

- Can add/drop courses until Thursday, March 3rd (use first-year permission form).
- March 16 is deadline to drop Track B courses without a grade.
- April 8 is deadline to drop Track B courses with a "W" grade.
- After April 8th, no dropping of Track B courses, except in extenuating circumstances beyond a student’s control. (such as hospitalization)

Track B = Part of Term B

Don’t forget: Week of February 28th
PE courses – track B - if you registered
SHOULD I DROP A COURSE?

Decide:
- Mid-term grades of satisfactory or unsatisfactory are available in MyMichiganTech Monday, Feb. 28th, after 5pm.
- Meet with academic advisor or Success Center coach if two or more “UN” grades.
- If you are behind or not doing well in a course, talk with your instructor and then your academic advisor.

How to Drop a course:
- Use the first-year student drop/add permission form. (Also available in Advising Office – the Orange Form)
- Instructor and advisor signatures are required.
- Friday, March 25th is LAST DAY to drop. Get form done well in advance of 5pm.
- After March 25th, no drops are allowed for low grades.

Permission from Dean of Students Office is required to drop a course if you had extenuating circumstances beyond your control. Call: 487-2212. Email: deanofstudents@mtu.edu

Friday, March 25th before 5pm

Form for first-year Student permission to Drop or Add courses
For current semester

Click here for Add/Drop Deadlines
REPEATING A COURSE

Why?
To repeat a failed required course
To improve your GPA

- **Course repeat policy** (Registrar’s website)
- The **most recent grade** is used in your GPA calculation. Even if the previous grade was higher.
- Maximum of 3 attempts to pass a course. (Try to complete 1st or 2nd try!)
- “W” grade does not count as an attempt. (Withdraw)
- Permission from the Dean of Students, Financial Aid and your academic advisor is required to repeat a course a 2nd and final time (the third attempt to pass).
- Take a repeat seriously, start from scratch, attend all classes.
- “D” and higher are passing grades.
Coaching hours are posted on the door of 123 EERC

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<th>Day</th>
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<tr>
<td>Sunday</td>
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<td>Wednesday</td>
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<tr>
<td>Thursday</td>
<td>1 – 4 pm, 6 – 8 pm</td>
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- Link to ITC Learning Center Hours and Zoom Link to access help
- Help with EE 3010, EE 2174, EE 2111, EE 2112, and if coaches have completed EE3171, EE3131, EE 3160, etc., math and programming skills
- See your instructors for help during their office hours
- All Department Learning Centers: Locations
- Writing Center - Walker 107 – help with writing and communication for ALL CLASSES. Via online appointments.
MORE TO KNOW ABOUT : VISIT THESE LINKS

- **Concentrations** for EE’s (optional) Find Flowchart: Photonics, Power, Enterprise, Environmental Engineering Applications or Biomedical Engineering Applications.
  - To “Add” a concentration, submit a request online in the Curriculum Change Portlet in MyMichiganTech. Meet with Judy for planning help.

- **Minors** (optional)
- **How to join an Enterprise**
  - Approval Waiver form
- **Co-op and summer internships**
- **Accelerated Masters** Info meeting for undergrads 3/15 6pm 508 EERC
- **Studying Abroad** (Pavlis Institute M&M 722)
- **Help with study habits, stress management, academic success**
- **Center for Student Mental Health and Well-Being** Or My SSP
- **Help with ECE coursework**
- **List of Learning Centers**
- **List of Academic Advisors** for major and minors
- **Request to change major/minor/concentration in MyMichiganTech**, Current students tab:

Be truly interested in your classes, major and field for better success!
Important: your degree audit report

Run and review your degree audit report before and after class registration.

Verify you’ve chosen correct courses that apply to degree requirements.

General Education Core and HASS lists are toward the bottom of your report, so you can see what you have fulfilled, and what you yet need. **NOT all “HU” classes are on the HASS list!**

[General Education Requirements – Core and HASS lists](#)

Look at bottom of your report for:
131 EERC Walk–In Advising with Judy

Walk-in hours: MTWRF approximately 8:30 am – 4 pm
(gone for occasional meetings)

March 14th – April 1st
- registration questions
- course drop procedure
- Academic problems or college life concerns

See Judy the next morning after you register, if you have registration problems you cannot solve.

For long-range planning of future semesters schedule an Appointment:
before March 5th or after April 3rd.
using my Calendar appointment slots

E-mail me at jmburl@mtu.edu

The End.