Dear Bioengineering Undergraduates,

Please find below the guidelines for gaining clearance to register for the upcoming Spring 2018 advance registration period (October 30th – November 12th).

ADVANCE REGISTRATION

Students will be cleared and permitted to register beginning Monday morning, October 30th, 2017. All Undergraduate Students are required to meet with their advisor and obtain an approval signature on your Worksheet/Electronic-course planning guide (E-cpg) – BOTH VIEWS.

- with classes listed by semester
- and by degree requirements

**Please Note**: Your registration hold will ROLL OVER into the following semester. If you did not hand in a signed E-CPG last semester, you must meet with your advisor and turn in your signed worksheets to the BE office BEFORE you can be cleared for Advanced Registration.

Worksheets with your advisor’s signature should be submitted to the Undergraduate Paperwork box in the Bioengineering Office (240 Skirkanich) by Friday, November 10th. Students who have not done this will be placed BACK ON REGISTRATION HOLD and will not be able to participate in the drop/add period until your signed E-cpg/Worksheet has been received.

Don’t forget to write your NAME and YEAR OF EXPECTED GRADUATION on your worksheets.

PREREQUISITES

Please find attached a list of current required pre- and corequisites for each of your BE core classes and electives. These will be enforced, so all students must show their advisor that they have taken the required preliminary coursework. If you do not have the required prerequisites, you MUST have an approved petition or plan of action in place, in which case you should contact Kacy Dadura or Katherine Sas in the BE office.

IMPORTANT DATES

Signed Worksheets Due: Friday November 10th
Course Selection Period Ends: Monday January 29th
Course Drop Period Ends: Monday February 16th

Advising: You will find attached the schedule for BE advising hours for this Fall semester.

Notes:

- Dr. Hammer’s advisees should notice the time change from earlier this semester.
- Bioengineering DOES NOT REQUIRE the "Advisor Sign-Off Form".