Candidate registration deadline: February 17
Watch for email regarding Candidate Meeting

* If you are a PhD, D-PhD, or MS thesis option student you are required to enroll in thesis research every semester.
* To declare candidacy, you are required to fill out a form 23, have your major professor sign it, the return to the ME Grad Office.
* MS non-thesis students will NOT be allowed to register for "Exam or Degree Only"

### Grad Student Registration Guide

<table>
<thead>
<tr>
<th>Grad Student registration opens:</th>
<th>Grad Student registration closes:</th>
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</thead>
<tbody>
<tr>
<td>October 26th 5:20 PM</td>
<td>January 18th</td>
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#### Regular registration:

You MUST meet with Julayne if:
- you are going on CPT,
- you are a student in the 5 year BS/MS program or the SJTU 3+1+1 program,
- you want to participate in the MS Coop program,
- If you were a new graduate student in the Fall 2015 semester and you are having issues making a Plan of Study

Sign up for an appointment with Julayne at: [http://eng.purdue.edu/jump/51092d](http://eng.purdue.edu/jump/51092d)

1. **Schedule of Classes - identify course number and CRN**
   Log in to myPurdue and click on "View the schedule of classes" to locate course numbers and CRN #s.
   Check if you need signature and/or approval for course overrides for courses outside of ME.
   * The following Spring 2016 course offerings **CANNOT** be used toward your degree requirements:
     - BME 59500 (Regulatory Issued Surrounding Approval of Biomedical Devices)
     - IE 59000 (Project Management)

2. **Meet with your major professor**
   Set up a meeting with your major professor to determine your course schedule and then enter your registration through myPurdue.
   YOU and your major professor are responsible for following your Plan of Study, area exam conditions (PhD), etc.

3. **PIN numbers**
   Log in to retrieve your PIN number at: [http://eng.purdue.edu/BannerPin](http://eng.purdue.edu/BannerPin)
   *** If you don't have a Plan of Study in process of approval, your PIN number will **not** be available. ***

4. **Independent Study Courses**
   Meet with your major professor to determine course title, fill out and turn in Form VT available in the ME Graduate Office. Independent Study courses are **not** allowed on the MSME "Thesis" plan of study.

5. **Thesis research requires an override**—SEND email to: megradoffice@purdue.edu.....include the following:

<table>
<thead>
<tr>
<th>Your PUID (10 digits)</th>
<th>xxxxx-xxxxx</th>
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<tbody>
<tr>
<td>course number:</td>
<td>ME 698 or ME 699</td>
</tr>
<tr>
<td>Spring CRN</td>
<td>12345 (Abraham, Spring) # of cr hr</td>
</tr>
</tbody>
</table>

   * If you are being funded by a research or teaching assistantship or a fellowship, you are required to register for at least 12 credit hours of coursework and/or research.

**Double-check your registration ("Concise Student Schedule") once it is entered**

If your **Assistantship** status is changing, PLEASE NOTIFY JENNIFER SCRUGGS (ME Business Office)