Candidate registration deadline: June 22nd
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 opens:** Feb. 1st  **Grad Student registration closes:** June 14th

**Regular registration:**

You MUST meet with Julayne if:
- you are expecting to go on CPT in Summer
- you are a student in the 5 year BS/MS program or the SJTU 3+1+1 program,
- you have been approved to participate in the MS Co-op program,
- you were a new graduate student in the Spring 2016 semester and you are having problems creating the 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 Summer 2016 course offerings CANNOT be used toward your degree requirements:
  - BME 59500 (Regulatory Compliance for Biomedical Devices)
  - GRAD 59000 (Program Mgmt: A Comprehensive Overview of the Discipline)

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.

5 **Thesis option students**
- If you are a PhD, D-PhD, or MS thesis option student, you are required to enroll in thesis research with the professor supervising your research every semester.

**Funded students**
- If you are being funded by a research or teaching assistantship or a fellowship, you are required to register for at least 6 credit hours of coursework and/or research.

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

<table>
<thead>
<tr>
<th>Your PUID (10 digits)</th>
<th>ME 698 or ME 699</th>
</tr>
</thead>
<tbody>
<tr>
<td>course number:</td>
<td></td>
</tr>
<tr>
<td>Summer CRN</td>
<td>12345 (Abraham, Summer)</td>
</tr>
<tr>
<td>Fall CRN</td>
<td>56789 (Abraham, Fall)</td>
</tr>
<tr>
<td># of cr hr</td>
<td># of cr hr</td>
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</tbody>
</table>

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

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