



ECE Undergraduate Newsletter – September 2017
3rd & 4th Year Students

IMPORTANT 2017 DATES/DEADLINES

*A complete list of dates & deadlines are found in the Sessional Dates section of the **2017-18 Academic Calendar***

September 2017	
Sept 4	Labour Day – University closed
Sept 7	Engineering and Arts & Science lectures in F and Y session begin
Sept 8	eSIP & PEY Registration Begins (www.engineeringcareers.utoronto.ca)
Sept 15	Waitlists end for F and Y courses.
Sept 18	Last day to register for PEY and eSIP (3 rd Year Students)
TBC	Last day for engineering students to enrol in A&S courses with reserved seating
Sept 20	Last day to add or modify courses/sections for F and Y courses
October 2017	
Oct 2	Deadline to re-enrol for Winter 2018 Session
Oct 9	Thanksgiving Day: University closed

Welcome back!

COURSE TIMETABLES: Students are strongly advised to check the schedule regularly on ACORN for potential **room changes** during the first two weeks of classes.

COURSE HOARDING: The normal recommended course load is **five** courses per term. If you are determined to take on six courses and find that you may not be successful in all six, you should drop one. As soon as you decide you are not going to take a particular course, please drop it as soon as possible. This allows your fellow students the opportunity to register in the course. **NOTE: The last day to add or modify F- and Y- session LEC/LAB/TUT sections this year is September 20, 2017.**

MAGELLAN: Magellan Link: <https://magellan.ece.toronto.edu/> Log in with your UTorID and password. Please remember to **update your Magellan profile whenever you make changes to your timetable on ROSI** because Magellan and ROSI/ACORN are two separate systems. Your Magellan profile must accurately reflect all the upper year courses you are planning to take. Any course changes made (**including electives**) should be checked in Magellan first to ensure that all graduation requirements will be met. This is especially important for students entering fourth year.



LIST OF APPROVED CS/HSS COURSES: ****It is your responsibility to ensure that the A&S courses you take are acceptable to use as CS/HSS electives to meet graduation requirements. ** For the most up to date list, please visit the registrar's website [here](#).** Please refer to it **prior** to selecting any A&S courses. If you are interested in taking a course that is **not listed**, you can submit your request through the Registrar's website link [here](#). (**Note: Requests are NOT all approved.**)

PRACTICAL EXPERIENCE REQUIREMENT:

- **PEY** – Returning from PEY? If you were ***registered*** with the PEY program and have recently returned from your work placement, you must ensure that you submit your PEY report **by September 2017**. Students who do not submit a final report to the PEY office will **NOT** receive Credit on their transcript for PEY. Please refer to the [PEY website](#) for more info on what should be included on your **final report**.



DEADLINE TO SUBMIT: September 2017

- **600 Hours** - Have you completed some or all of your 600 hours? If so, make sure you complete and submit a 'Practical Experience Requirement' (600 hours) form in person (SFB600) or electronically: askece@ecf.utoronto.ca. **Your supervisor's business card must be included**. Click [here](#) for more information and to download the form. **DEADLINE TO SUBMIT:** First week of January of your graduating year.

IMPORTANT: 4th year students who do not hand in forms in time may not be eligible for the Iron Ring Ceremony (and possibly graduation). Students who were ***registered*** with the PEY program and complete a PER form **INSTEAD OF** submitting a PEY Final Report, can fulfill the practical experience hours; however, a mark of **NCR** (No Credit) will appear next to PEY on your official transcript.

LAB RULES & REGULATIONS: Students should be very familiar with the [lab rules and regulations](#) so that they will not be surprised if their account gets locked. Please also refer to the email that is sent out at the beginning of term from the ECF office.



LOOKING FOR INFORMATION? Bookmark our [Useful Weblinks](#) page to find many more useful resources you will need!



QUESTIONS/CONCERNS? Come by the Undergraduate Office in SFB600 and we will gladly help you out. **Our office drop-in hours are from 8:45 am to 4:30 pm**. You can also send us an email at askece@ecf.utoronto.ca. Please include your **full name** and **student number** when contacting us.

The ECE Undergraduate Office would like to wish you a successful academic year!

Your ECE Undergraduate Office Team (Years 2 – 4)!

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Drop-In Hours: Monday to Friday from 8:45 am to 4:30 pm • **Have Facebook?** Visit our [Facebook page](#)