PART TIME VS. FULL-TIME STUDIES:
Dropping one course is NOT permissible in 2nd year. Second year students can either be full time with 5 courses OR transfer to part time with a maximum of 3 courses per session. If you are thinking of transferring to part-time, here are some things to keep in mind:

- You must finish your 2nd year studies on a part-time basis before advancing to your next academic year. This means that you cannot take any upper year technical courses until all your core 2nd year courses have been completed.
- You can enrol in a maximum of three half-credit courses per year. It will take two calendar years to complete a respective year.
- Come into the ECE Undergraduate Office to discuss and see if there are any implications. Transferring to part-time will then need to be officially requested via the Registrar’s Office: https://undergrad.engineering.utoronto.ca/academics-registration/enrolment-registration/registration/transfers/transferring-between-full-time-part-time-studies/

ACADEMIC SUCCESS: The Academic Success Centre’s team helps you to develop the skills, strategies and competencies that you need to succeed. Students are encouraged to use their space and services. Click HERE for useful info on exam preparation, coping with stress & exam anxiety, time management skills, etc. Visit their website for additional resources and services.

PERSONAL CARE:
A number of concerns were brought to our attention at the recent student-staff committee meeting. Develop good habits while you are in school including personal hygiene! While working away, it might be the last thing on your mind, but personal hygiene is important to our health and affects the people who interact with us.

Stay on top of your hygiene with these tips!
- Shower/bathe
- Wash your clothes regularly
- Keep things fresh (wear antiperspirant/deodorant, brush your teeth)
- Stress sweat can create an unpleasant environment. Try learning to relax, take up yoga, go for a walk, write down 3 positive things about your day, or talk to a friend. Take the time to unwind and decrease your stress levels.
- Looking to make a positive change in your life? Maybe you want to manage your stress, get a better night's sleep, or find ways to cope with difficult personal challenges. Whatever your situation, join a supportive workshop and connect with other students with similar intentions - you'll be glad you did. Here's a link to health and wellness who offers a number of workshops: http://www.studentlife.utoronto.ca/hwc/workshops

ACCESSIBILITY SERVICES:

Students registered with accessibility services are encouraged to communicate this to their professor, however this is optional. You have the right not to disclose any information at all.

QUERCUS:

There were some students who communicated they were not receiving emails from Quercus; this has now been resolved. The other problem could be how students have their notification settings set. Please visit the following link to adjust your settings: http://ITO-engineering.screenstepslive.com/s/ito_fase/m/76520/l/965132-how-to-customize-your-notifications-settings.

If you continue experiencing issues contact q.help@utoronto.ca.
MAGELLAN INFORMATION SESSION: Monday, November 5, 2018 at 6:30-9:00pm, SF1105

MAGELLAN PRE-REGISTRATION DEADLINE:
Tuesday, January 29th, 2018

Main profiles will then be LOCKED until July 2019 for pre-registration planning:

Students with VALID “Main” Magellan profiles courses will have their ECE courses uploaded to ACORN timetables.

Unsure if your Main Profile is valid for uploading?

How to create a VALID profile for uploading to ACORN:

1. Create a complete profile. This includes a study plan of the required 20 upper year courses for 3rd & 4th year.
2. Ensure you have taken any required course prerequisites in advance. You should not have any prerequisite errors appearing on your profile!
3. Courses that are ‘exclusions’ are not valid and should not be listed.
4. Select only 5 courses per term.
   - The recommended courses per term would be 4 engineering + 1 CS/HSS. This is to balance your workload as well as minimize timetable conflicts. If you have already taken a CS/HSS course in the summer, you would be able to list 5 engineering courses in term. Do not create a study plan where you ‘might’ be taking a CS/HSS course in the summer as this only inflates your AUs making your graduation eligibility inaccurate.
5. Your profile must reflect that you will be meeting Graduation Eligibility Requirements, mainly Program and CEAB requirements. We do not expect that your 600 hours requirement would already be fulfilled. We understand that you will eventually be meeting your Practical Experience Requirement (PER) as you build your hours by handing in your PER form(s) or by receiving PEY Credit:
   - You have fulfilled all Program Requirements
   - You have fulfilled all CEAB requirements
6. Set up a profile that shows you are eligible to graduate!

Graduation Eligibility

Based on the courses listed on this profile and the successful completion of these courses, you are eligible to graduate.
PRACTICAL EXPERIENCE REQUIREMENT: Have you completed some or all of your 600 hours of practical work experience? If so, make sure you complete and submit the “Practical Experience Requirement” (600 Hours) form. Click here for more information and to download the form. Your supervisor’s business card must be included.

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