PEY Students

IMPORTANT DATES/DEADLINES
A complete list of dates & deadlines are found in the Sessional Dates section of the 2019-2020 Academic Calendar

NOVEMBER 2019
November 4  Last day for students to DROP F-Session courses without academic penalty
            Last day for students to transfer to part-time studies
            Last day for students to withdraw from the Fall Session without academic penalty
Deadline to mark a Fall course as extra

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).

EXTRA COURSES:
You can take a course and mark it as an “extra” should you choose. **If you do this,** the course will appear on your transcript but it is not part of your sessional average, your CGPA, cannot count towards your degree, it cannot be used to fulfill AU shortages. Note: This may eliminate you from the Dean’s list and the honours list if your course load is below 5 courses. If you go this route, you must have us mark the course as an extra, by the drop deadline which is November 4th. You can use an “extra” course to fulfill a minor.

MAGELLAN PRE-REGISTRATION DEADLINE: Tuesday, January 28th, 2020

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.

**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 and 4th year.
2. Ensure you have taken all 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!

<table>
<thead>
<tr>
<th>Graduation Eligibility</th>
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<tbody>
<tr>
<td>Based on the courses listed on this profile and the successful completion of these courses, you are eligible to graduate.</td>
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**REMEMBER!**

Please ensure that your Main profile reflects courses in the correct sessions.
You must manually shift any courses you may have in 2019-2020 to 2020-2021 as courses do not roll over.

*(Courses that are currently listed in 2019-2020 will be overwritten with PEY500.)*

→ Click [HERE](#) for more pre-registration info including:

- How to create a VALID profile for uploading / Reasons a profile will NOT be uploaded to ACORN
- How to enter courses properly / Example of a 3rd and 4th year course selection / Reminders

Main Profiles will then be **UNLOCKED** again in JULY 2020.

Changes you make to main profiles after they become unlocked are NOT included in the preregistration process and thus NOT uploaded to ACORN.

**MAGELLAN DOES NOT GUARANTEE CONFLICT-FREE SCHEDULES.**
Timetable conflicts are unavoidable with a flexible curriculum.

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**LOOKING FOR INFORMATION?** Bookmark [this link](#) to find useful websites. Looking for additional information? E-mail us ([askece@ecf.utoronto.ca](mailto:askece@ecf.utoronto.ca)) or drop by the Undergraduate Office (SFB600) during our drop-in hours - Mon to Fri (8:45 am to 4:30 pm) for assistance. Remember to include your full name and student number when sending e-mails.

**PRACTICAL EXPERIENCE REQUIREMENT:** Students registered with PEY must submit a **PEY Final Internship Report.** Students who do not submit this will NOT receive PEY Credit on their transcript. Please refer to the PEY website ([via the Engineering Career Centre](#)) for information on what should be included on your final report as well as how it should be submitted. Click [here](#) for additional PEY info. **Reports are due in September of your 4th year to ensure they are processed in time for Iron Ring and Graduation.**