

Course Registration for Academic Year 2017 Semester 2

<http://www.eee.ntu.edu.sg/Programmes/CurrentStudents/undergraduate/undergraduatefull-time/Pages/Home.aspx>

Follow these steps to register for your Semester 2 courses:

PRE-REGISTRATION NOTES

- Check your **Personalized Date and Time of Registration** on **30 November 2017 from 9 am onwards**, to ensure that you did not miss your scheduled date. Do not assume that your registration schedule is the same as your peers admitted in the same year because students who have passed more courses could be promoted earlier while those who lag behind could be in a lower registration study year.
- Check the examination timetable to ensure that there are no clashes in the **Examination** dates before you proceed with your registration.
- Freshmen admitted in AY2017 must register their courses on their own through STARS during their assigned registration date and time.
- Students, who have been approved to go on overseas exchange programme (i.e. GEM Discoverer/Explorer or Approved Overseas Study Leave) in Semester 2, AY2017, are not allowed to register courses, since they would be overseas during the semester.
- Plan your course(s) carefully. Students must be responsible in their course selection. If you register for the wrong course or fail to take a compulsory course, you may delay your graduation year. Hence, please refer to the **Programme Curriculum** before you plan your timetable.
- All students are assigned an academic mentor upon admission to the School. Discuss your course options and seek any academic advice with your mentor.

STUDENTS ON ACADEMIC WARNING/PROBATION/TERMINATION

- Students who were on **Academic Warning/Probation in Semester 1** **must access STARS to register their courses**. However, they are only able to register the Normal AU Load. Once you have attained Satisfactory status upon the release of the Semester 1 examination results, you will be allowed to overload during the Add/Drop Period (15 - 28 January 2018).

COURSES NOT OFFERED IN AY2017-2018

- A few of the existing core courses will not be offered in AY2017 Semester 2. Hence, students who have not cleared these courses must fill in the Course Request Form to seek Undergraduate Programme Office's help to register the replacement course.

PREREQUISITES

- Most courses have compulsory prerequisites, which are listed in the **Class Schedule**. Each student is responsible for meeting the prerequisite for each higher course they wish to read.

REGISTER FOR CLASSES

- Be flexible when registering your courses. If you are unable to register all within one lecture group, switch to another group.
- Students, who are unable to complete your registration during the actual registration period, may register any remaining course(s) on the **evening of the same day** of your scheduled registration date (5.00 pm – 10.00 pm).
- Final-Year Students, who are taking up Final Year Project (FYP) in Semester 2, are only able to register a maximum AU load of **17**. (Note: The 17 AUs does not include FYP.)
- EEE students, who are registering their second and third year courses, except EE2006 and EE2007, must register its corresponding laboratory code immediately after that.

Course Code	Corresponding Laboratory Code
EE1002	E1002L
EE2001	E2001L
EE2002	E2002L
EE2003	E2003L
EE2004	E2004L
EE2008	E2008L

Course Code	Corresponding Laboratory Code
EE2010	E2010L
EE3001	E3001L
EE3002	E3002L
EE3010	E3010L
EE3011	E3011L
EE3012	E3012L

Course Code	Corresponding Laboratory Code
EE3013	E3013L
EE3014	E3014L
EE3015	E3015L
EE3017	E3017L
EE3019	E3019L
EE4273	E4273L

ADDITIONAL FINAL-YEAR TECHNICAL ELECTIVES OFFERED FOR IEM/IEEC STUDENTS

IEM Year 4 students can read the following technical elective courses.

ADM COURSES	SCSE COURSES	WKWSCl COURSES
<ul style="list-style-type: none"> DV2008 - Interface Design 	<ul style="list-style-type: none"> CE4001 - Virtual and Augmented Reality CE4002 - Visual Media Compression and Processing CE4015 - Simulation and Modelling 	<ul style="list-style-type: none"> CS2025 - Image and Sound Production CS2030 - Audio in Media
Vacancies for ADM and WKWSCl are limited, as determined by the offering schools. Course allocation for these courses is not guaranteed, and is subjected to availability of vacancy.		

MISSED REGISTRATION SCHEDULE

Students, who have missed their registration time, may register their courses between 5 and 10 pm on the same day of their registration. This slot will be open to anyone who was scheduled to register on that day. However, if you have **missed your day of registration, you will need to register your courses during the Add-Drop Period (15 - 28 January 2018)**. **Students are advised to adhere strictly to their registration date and time, as the School will not reschedule it for whatever reasons.**

STUDENTS RESTRICTED FROM ACCESSING STARS

Students will not be able to access STARS during the registration period if:

- they were on Leave of Absence and have just resumed their studies, but did not confirm with the Office of Academic Services on their student status;
- they have outstanding tuition/hostel fees. Students are required to clear their outstanding fees within the stipulated deadline stated in the E-Bill sent by NSS (Finance). **Be advised that NSS (Finance) takes at least 3-5 working days to process your payment.**

CHANGING OF TUTORIAL GROUPS

The School does not accept requests from students to change tutorial groups, due to limitation of class capacity.

REGISTRATION FORMS

The Course Request Form is only used if you have problems registering a course either due to some academic restriction or if there is no vacancy for your Core / Major Prescribed Elective. The form will be available online from **12 - 21 December 2017** or at EEE Undergraduate Programme Office counter (S2-B2a-34). **Note: The online Course Request Form would not be available after 21 December 2017.**

ASSISTANCE

Students may seek help from the relevant sources:

Advice on	Sources	Contact Details
Academic Counselling	Academic Mentor	Studentlink > Academic Advisory Scheme
Academic & Course Registration	Ms Madona Fernandez / Ms Lim Ai Fang	EEE Undergraduate Section (S2-B2a-34) Email: eeeundgrad@ntu.edu.sg
Design & Innovation Project	Ms Lim Ai Fang	
Final Year Project	Ms Hau Wai Ping	
Student Pastoral Care	Ms Rachel Lam	EEE Student Life & Dev. Unit (S2-B2a-39) Email: eeestudents@ntu.edu.sg
Network Issue (STARS; Star Planner; PIN; Email Access)	NSS IT Services	Email: servicedesk@ntu.edu.sg