Department of Electrical Engineering

Summer & Autumn 1997 Scheduling Information

- **Are you new to Ohio State? If the answer is YES:**

1. Speak with Mr. Walid Hanna 205 Dreese Lab (614) 292-3249
   or Ms. Susan Noble 221 Dreese Lab (614) 292-2843

2. If you are new to OSU Su 97, make sure your schedule includes:
   - **UVC 100.19 Engineering Survey**
     - **15100**
     - **D MWF 8:30 a.m. EN 200**
   If you are new to OSU Au 97, make sure your schedule includes a section of:
   - **ENG 100G Engineering Survey**
     - **06811-1**
     - **R W 8:30 a.m. EL 2003**
     - **06812-7**
     - **R R 8:30 a.m. BO 124**

   Attending this class will greatly enhance your knowledge base on study skills, career planning strategies, and how to make it through Ohio State smoothly.

3. **If you are a transfer student:** Complete all non-EE transfer credit evaluations by the end of your second quarter at OSU to ensure that you are not duplicating coursework. EE transfer credit should be evaluated in the quarter you apply to the major.

- **Avoid a Late Registration Fee** – If you do not know if you will be attending Su 97, register for a 1-hour course in your window or by:
  - Su Qtr. And First Term June 18th
  - Second Term Only July 23rd
  - Au 97 Sept. 15th

- **PAC Codes:** PAC Codes are released to Pre-EE and EE students with scheduling worksheets each quarter. Keep them in a safe place. **If your scheduling window opens and you don’t know what to schedule, call Brutus as early as possible in your window and give your PAC code and social security number only. This initial contact will establish your priority, permitting you to add your courses later in your window without losing priority. Do not release your PAC Code to others.** A number of scheduling problems have occurred in recent quarters due to students asking friends, parents, or siblings to schedule or make schedule changes for them. The Registrar’s office is not sympathetic to students who cast their responsibility onto others when problems arise.

- **WaitList:** If you are WaitListed for any course, **Attend the class.** Call Brutus Friday of the first week in the quarter to verify your schedule. If you are added to a course from the WaitList, your email account with the Registrar will notify you. **You may drop your name from the WaitList by calling 292-9696.** If your email account has not been activated, stop by Room 508 Baker Systems for assistance. **If you work, use the free-time call numbers listed in the master schedule to block out work hours.** Then, if you are closed out of a class and put on a wait list, Brutus will only register you for a section which does not create a time conflict with your work schedule.
• **GRADES:** Grades for the quarter that you have just completed are available to you by e-mail through your Registrar’s e-mail account or by calling 292-2299 the Wednesday after Finals Week each quarter.

• **CALL NUMBERS FOR 683, 693, 793, 881, and 999** will be posted on the bulletin board outside DL 221 and in DL 205. You can add these courses on BRUTUS, although you must indicate to BRUTUS the credit hour value you are planning to take for these courses (BRUTUS will prompt you).

• **GRADUATING IN THE NEXT YEAR?** You must take EE 481 which is offered only in Au 97.

  **EE 481  PROFESSIONAL ASPECTS OF EE**
  CREDIT: 01
  06503-1  D    R   11:30 a.m.   HI 0035  Passino, K

  **This course is required for all EE students.** If you are graduating Au 97, Wi 98, Sp 98, or Su 98 ... you must take this course Au 97!

• **SENIORS:** See Susan Noble to file your Application for Degree.

  **QUARTER OF GRADUATION**
  **DEADLINE TO SUBMIT APPLICATION FOR DEGREE**
  Autumn 1997   Due in EE Dept. May 23, 1997

• **ADVISING:** You may now see Mr. Walid Hanna or Ms. Susan Noble during office hours. If you cannot see us during regular office hours, call us to set up a time. If you have questions or you need help, we will listen and assist you in any way possible.

  **PHONE NUMBERS:** Mr. Walid Hanna: 292-3249  Ms. Susan Noble: 292-2843

  For schedule printouts, quick add/drops/section changes, address changes, etc., you may see Ms. Carol Duhigg in DL 236, phone number: 292-7392.

**SUMMER OFFERINGS OF INTEREST**

• **WOULD YOU BE ABLE** to enter the major Au 97 if you could complete Chemistry this Summer? See Susan or Walid soon!

• Eng Graphics is providing a special section of Eng Graph 167 just for pre-EE students which will expose you to C and C++ programming. To register, contact Walid or Susan to post permission for you:

  **ENG GRAPH 167  PROBLEM SOLVING**
  **CREDIT: 04**
  L    MTWR  12:30 p.m.   HI 0222
  07503-4  B    M  W R  01:30 p.m.   HI 0342

Check out the EE department information on the WWW at: [http://eewww.eng.ohio-state.edu](http://eewww.eng.ohio-state.edu). Under “coursework” you will find the EE part of the course catalog with up-to-the-minute changes not found in the printed versions!