

Procedure for Registering for an Engineering Graduate Course August 16, 2007

A. Admission to IPFW

If you are not already a student at IPFW, you must register as a Temporary Student in the Department of Engineering [1, 2]. To be admitted as a temporary student you must fill out and submit a [Graduate Post Baccalaureate Application](#) along with your college transcript to Susan Humphrey in Admissions

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IPFW Graduate Admissions
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Your transcript will then be reviewed and a decision will be made regarding your admissions [3]. Once you are admitted to IPFW, you will receive a student account. Information about registration, billing [4], and other topics will then be communicated via E-mail.

B. Activating your student account

- a. Go to IPFW's home page (<http://www.ipfw.edu>) and click the orange button marked *my.ipfw.edu* located in the top, right-hand corner of the page. This will open the *http://my.ipfw.edu* login page.
- b. Click on *First-time user* to gain access to your student account. Follow the directions to activate your network/e-mail account and set your password.

C. Register for the course

- a. Register for your classes through Online Access to Student Information System (OASIS). The link to OASIS is located in the top, right-hand corner of your *http://my.ipfw.edu* homepage. Log into OASIS and follow the directions for course registration

Notes:

1. The IPFW Master of Science in Engineering (MSE) has been approved recently by Purdue and the Indiana Commission on Education (July 10, 2007). The formal application process has just been implemented. Unfortunately the timeline does not allow to officially admit students in the fall.
2. Students who took Jeff Grady's course last spring are already admitted to IPFW as temporary post-baccalaureate students.
3. Admission as a temporary, post-baccalaureate student does not guarantee admission into the IPFW Master of Science in Engineering (MSE) program.
4. Unfortunately, the Federal Government does not offer financial aid to temporary post-baccalaureate students. Thus, if you require financial aid, you will have to wait until your application has been formally processed and you have been admitted into the degree program.