Congratulations on your acceptance to the Chemical Engineering program at Northeastern University!

Please remember to confirm your enrollment at Northeastern. You will not be able to preregister for classes (information below) until you confirm enrollment. You can confirm your enrollment by logging into your application account and paying the enrollment deposit.

An important part of your first term as a Chemical Engineering student is registering for the right classes. The department has included recommendations for your first term classes below. Please register as soon as you are able to ensure you have a spot in the course.

All Chemical Engineering graduate students should register for the following three core courses offered this Spring:

1. **Transport Phenomena, CHME 7350, 4 credits**,  
   CRN: 31246. Meets Tuesday and Thursdays, 5:45pm – 7:20pm

2. **Chemical Engineering Kinetics, CHME 7340, 4 credits**  
   CRN: 31128. Meets Mondays and Wednesdays, 4:05pm – 5:45pm

3. **All PhD and MS student pursuing Thesis need to register for CHME Seminar, CHME 7390, CRN: 31245. Meets Wednesday and Friday 11:45pm - 1:25pm.**

If you wish to take an additional course, you can choose from the available graduate-level electives in Chemical Engineering, as found in the University Schedule: https://wl11gp.neu.edu/udcprod8/NEUCLSS.p_class_select. Select “Spring 2017 Semester” for the term, then “Chemical Engineering” for Subject, then “Graduate” for Course Level.

**What if I am interested in the Gordon Engineering Leadership Program?:** If you are considering the Gordon Engineering Leadership program, please discuss your interest with your advisor at Orientation. You should still register for the above courses.

**What if my course is full?:** Don’t panic! Enrollments are always shifting as students get co-ops or change their course registrations. If a seat isn’t available in your preferred classes right away you can join the waitlist. To join a waitlist enter the class CRN (the 5 numbers in parentheses next to the course number above) directly into your registration sheet and hit submit. You will then have an option to select “waitlist” from a drop down menu. The waitlist system will automatically inform you when a seat opens up- just log into your account and accept it within the 24 hour time limit!

**What if I am a part time student?:** We recommend starting with one core course.

**Meeting with your academic advisor:** The process for advisors in the CHME department is that research students choose their advisors and non-research students are advised by the Associate Chair for Graduate Studies. If research students have not found an advisor upon their arrival to
the University, they will be advised by the Department Chair until they find an advisor. If you would like to register for courses other than those listed above, please discuss this with your academic advisor at that time. You will be able to easily add or drop courses using the online registration system for the first two weeks of the term.

**How do I register for the co-op course?:** One of the requirements to becoming eligible to go on co-op is to take ENCP 6100 (CRN 36242), Introduction to Co-Op education. This course will be available in both the Fall and Spring terms.

**Will I get a bill from registering?:** Yes, your first e-bill is generated when you register for your courses. You will receive an e-bill from the University with instructions on how to pay the e-bill. If you have questions about payment, please contact the Student Financial Services office directly: http://www.northeastern.edu/financialaid/aid/graduate/.

**How do I get a MyNEU account?:** After you confirm your enrollment, you will be able to utilize your MyNEU portal using this link, http://myneu.neu.edu/cp/home/displaylogin. If you have not set up your MyNEU account, login to your electronic application and look for instructions to do so: https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=neu-grad

**How do I register for classes?:** Please watch the following webinars for instructions on how to register using your MyNEU account:
- Course Search Webinar: http://www.northeastern.edu/registrar/webinar-search.html
- Course Add/Drop Webinar: http://www.northeastern.edu/registrar/webinar-adddrop.html

**What if I have questions regarding choosing courses or course registration?**

You will have the opportunity to meet with your Academic Advisor, Coop team, and Student Services Advisor during your department orientation. Please wait until you have attended the department orientation to get these questions answered.

If the class is full and you can’t add yourself to the waitlist then please send us an email at support@husky.desk-mail.com. For all other questions, please wait until you attend the orientation.

For more information about beginning your program at Northeastern University, please read your acceptance letter in full.

We look forward to welcoming you to the Graduate School of Engineering!

Sincerely,

Graduate School of Engineering
Northeastern University