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

As an incoming Summer 2021 student, there are some steps that you need to take before the semester starts. Please read this document thoroughly as it contains helpful information and can answer many of your questions before you begin your first semester.

**Step 1: Confirm your enrollment**
Please confirm your enrollment at Northeastern University, as you will not be able to register for classes until you complete this step. To confirm your enrollment, log into your electronic application account and pay the enrollment deposit. If you have any questions, please contact Graduate Admissions at coe-gradadmissions@northeastern.edu.

**Step 2: Course Registration**

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 can to ensure you have a spot in the course.

There are four core courses in chemical engineering (Mathematics, Thermodynamics, Kinetics, Transport) and most students take two in fall and two in spring of your first year. This year, we are recommending students take the fundamentals class, CHME 5101, and another elective BEFORE taking the core classes. This course covers all the core chemical engineering topics, and is designed as an introduction to (or refresher of) the discipline; it can be counted as an elective, so it does not increase your overall course requirements.

**Summer Entry Registration:**

1. Fundamentals of Chemical Engineering Analysis, CHME 5101, 4 credits, CRN: 61358. (Summer 2, Online instructional method) Date and Time TBA.
2. Any Graduate Level College of Engineering Summer course. Explore the catalog [here](#). For advice, on which courses to take, please contact s.dosier@northeastern.edu.

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](#). Select “Summer 2 2021 Semester” for the term, then select a department related to your field of student for the 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 faculty advisor:** The process for advisors in the CHME department is that research students (pursuing a Thesis) choose their advisors typically within their first two months, but are advised by the Associate Chair for Graduate Studies until then. Non-research students (taking coursework only) are advised by the Associate Chair for Graduate Studies throughout their degree. If you would like to register for courses other than those listed above, please discuss this with your faculty 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. If you have any specific questions for the Chemical Engineering Department, please contact the department Graduate Coordinator Sarah Dosier at s.dosier@northeastern.edu, or the Graduate Committee at che-grad-committee@coe.neu.edu.

**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 MyNortheastern account?:** After you confirm your enrollment, you will be able to utilize your MyNortheastern portal using this link, http://myneu.neu.edu/cp/home/displaylogin. If you have not set up your MyNortheastern 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 MyNortheastern account:
♦ Course Search Webinar: http://www.northeastern.edu/registrar/webinar-search.html
♦ Course Add/Drop Webinar: http://www.northeastern.edu/registrar/webinar-adddrop.html
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