

SPRING 2023 COURSE REGISTRATION INFORMATION FOR MS HUMAN FACTORS

Congratulations on your acceptance to the MS Human Factors program at Northeastern University! At this time, we suggest that you register for Spring 2023 courses. Before registering, please make sure to read the instructions at the following link:

<https://registrar.northeastern.edu/article/new-registration-experience/>

Enrollment Confirmation: Please make sure to confirm your enrollment at Northeastern University by logging into your application account and paying the enrollment deposit. *You will not be able to register for classes until you confirm your enrollment.*

Setting up your myNortheastern account: After you confirm enrollment, you will be able to utilize your myNortheastern portal. If you have not yet set up this account, then please log in to your electronic application and look for instructions at this link:

https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=neu-grad

Spring 2023 courses are available to view at the following link:

https://wl11gp.neu.edu/udcprod8/bwlkffcs.p_disp_dyn_sched

When searching for courses at the above link, please make sure to select “**Spring 2023 Semester**” for the term. Then, enter the appropriate subject code (see examples below), followed by selecting “**Graduate**” for course level.

Example subject codes:

IE - Industrial Engineering

OR - Operations Research

CIVE – Civil Engineering

PSYC – Psychology

PT – Physical Therapy

EXSC – Exercise Science

CS – Computer Science

ARTG – Art – Design

GSND – Game Science & Design

EMGT - Engineering Management

Course Registration: We advise full-time students to register for two courses and part-time students to register for at least one course. Please note that you can choose to register for any combination of your required core courses or elective during your first semester. For example, in

your first term: you can either choose to take only required courses, only elective courses, or one required course and one elective course.

You will have the opportunity to meet with your Faculty Advisor during your program orientation. Please plan to meet with your Faculty Advisor after attending orientation to discuss your course selection for the first semester. Also note that you will be able to change your course registration (add or drop courses) using the online system during the first two weeks of the semester. Please do *not* register for MS Thesis or MS Project at this time because these courses must be approved by your Faculty Advisor before registration.

Courses Recommended by the Human Factors Faculty Advisor: You can choose to register for courses listed in your approved curriculum. Please click to see your curriculum below:

<http://catalog.northeastern.edu/graduate/engineering/mechanical-industrial/human-factors-mshf/>

The following is a **2-year course plan for your program suggested** by the Faculty Advisor. Deviation from this plan is accepted upon consultation with your advisor.

Fall Entry:

Year 1, Fall: IE 7315 (onground and online), IE 6200 Probability and Statistics
Year 1, Spring: IE 6500 CRN 34391, 36104 (online) and/or IE 7280 CRN 33692
Year 1, Summer 1: IE 5630 (online), Summer 2: EMGT 5300 and/or Elective
Year 2, Fall: Elective and/or Elective and/or IE 7945 and/or IE 7990
Year 2, Spring: Elective and/or Elective and/or IE 7945 and/or IE 7990

Frequently Asked Questions

Do I need to attend both the Graduate School of Engineering General Orientation and Program/ Department-Specific Orientation? What is the difference between these two orientations?

Please make sure to attend both. These are two entirely different orientations and will provide you with information you need in order to do well. These sessions provide an opportunity not only to get your questions answered but also to meet with your academic and co-op advisors.

What if I was admitted as a Provisional or Conditional Student?

If page 2 of your Admission Letter states that you must fulfill additional requirements (such as “**REQUIREMENTS:** Student must take a course in Multivariate Calculus and a course in Linear Algebra before she/he is granted Regular Student status,” then you must meet with your Faculty Advisor as soon as possible after orientation to determine your Plan of Study.

What if my course is full?

Enrollments are always shifting as students get change their registration. If a seat isn't available in your preferred class right away, you can join the waitlist. To join a waitlist, enter

the CRN (the 5 numbers in parentheses next to the course number) 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. When a seat opens up, you need to just log into your account and accept it within the 24-hour time limit.

Will I get a bill by registering for courses?

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 it. If you have questions about billing or payment, then please contact the Student Financial Services Office at studentaccounts@northeastern.edu. Please do not contact faculty members or the registrar’s office regarding billing or payment.

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

You will have the opportunity to meet with your Faculty Advisor, a Co-op Advisor, and an Academic Advisor during your department orientation. Please wait until you have attended the department orientation to get these questions answered.

We wish you all the best and look forward to working with you.

Sincerely,

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Northeastern University
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Boston, MA 02115