

## Procedure for Registering for an Engineering Graduate Course

November 1, 2008

### 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. To be admitted as a temporary student you need to apply to Purdue via their [Purdue Graduate School web site](#) and list your educational goal as non-degree.

If you have any questions about administrative procedures, please contact:

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IPFW Graduate Admissions  
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After you have completed your application, it will be reviewed and a decision will be made regarding your admissions [1]. Once you are admitted to IPFW, you will receive a student account. Information about registration, billing [2], and other topics will then be communicated via E-mail.

### B. Activating your student account

- a. Go to [IPFW's home page](#) 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. Admission as a temporary, post-baccalaureate student does not guarantee admission into the IPFW Master of Science in Engineering (MSE) program.
2. Unfortunately, the Federal Government does not offer financial aid to temporary post-baccalaureate students.