

א' אלול תשע"ט
01/09/2019

**Registration for courses and guidelines for Master's students –
First Semester, 2019-2020**

The first semester of the 2019-2020 academic year begins on October 27, 2019.

Registration for courses in all of the Faculty of Engineering Sciences' departments and units is carried out on the Internet in accordance with the following timetable:

September 11, 2019 from 09:00 A.M. to 12:00 P.M. and from 4:00 P.M. to 11:59 P.M.

September 12, 2019 from 12:00 A.M. to 11:59 P.M.

The **Period for Course Changes** begins on **Sunday, October 27, 2019 at 8:00 A.M.** Courses can be changed until **Sunday, November 10, 2019 at 1:00 P.M.**

The URL for course registration is <http://in.bgu.ac.il/Pages/courses-reg.aspx>

Select the Faculty of Engineering Sciences and enter your username, password and Israeli Identity Card number. Students who do not have a username and a password should click on "Opening a username account" (פתיחת חשבון משתמש). They will be asked to enter their Israeli Identity Card number and the four digits appearing on their notification of admission. Another option is to go to Room 1 in Building 62 on campus.

The list of courses being offered in the first semester appears on the following website: <https://bgu4u.bgu.ac.il/pls/scwp/lapp.gate?app=dco>. Double click on "For students" (לסטודנטים), then "Departmental timetable" (מערכת שעות למחלקה). You can receive an update on the **dates of the semester exams** through Ben-Gurion University's website: https://bgu4u.bgu.ac.il/pls/apex/f?p=104:LOGIN_DESKTOP:14995140016512

Please note: You should register for at least six credit points in order to make the maximum use of your tuition fee.

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General guidelines:

Students who have the standing of "Student making up requirements for admission to Master's degree program" must complete their make-up requirements during the first year of their studies.

Students who have the standing of "Full-time student" in the thesis track must submit the following documents: Selection of thesis adviser and thesis topic (by the end of the student's first semester of studies), Proposed research plan (by the end of the student's second semester of studies), Progress report (at the end of each semester of study until submission of the thesis).

Students who have the standing of "Full-time student" must register in their second year of studies for the Thesis Course, whose course number is Departmental Code-2-6001 (the course number in Chemical Engineering is 363-2-6011 and the course number in Online Space Security is 372-2-6002)-if they have not yet submitted their thesis for the semester following the semester in which the Thesis Course was taken, students must register for the Thesis Writing Course, whose course number is Departmental Code-2-7777.

Students who have the standing of "Full-time student" in the summarizing seminar track must register in their last seminar for the course whose course number is Departmental Code-2-8811.

Duration of the Master's degree program is two years (four semesters).

Students must pay their tuition down payment before completing their registration procedure, in accordance with the date specified in the payment voucher. For further information, please call the Students Accounts Section, telephone 08-646-1600.

Registration for courses is the responsibility of the students, in accordance with their individual program of studies. All students must make sure that the courses they have registered for appear in their registration printout. A registration printout must be obtained after every course change.

A Confirmation of Studies for any given semester can be obtained independently and at no extra cost through the Internet: Go to Ben-Gurion University's website, <http://in.bgu.ac.il>, and double click on "Registration for courses" (רישום לקורסים). **Students must pay for a Confirmation of studies letter obtained from the faculty administrative office.**

Students taking a Master's-level course in another department must obtain the authorization of the course's instructor in addition to the authorization of the student's thesis adviser and the authorization of the chairperson of the pedagogic committee. During the period for course changes, the faculty administrative office will carry out all course registrations.

The university will suspend the studies of all students who have not completed their course registration by the end of the period for course changes and who have not requested a leave of absence from their studies.

After the termination of the period for course changes, students will not be permitted to add or cancel any courses.

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Students are recommended to read the procedures for the Master's degree program in the Faculty Yearbook.

All correspondence between the faculty administrative office and the student will be carried out **solely through the student's university email address.**

The staff of the faculty administrative office will be happy to answer any questions students may have.

Wishing you a successful academic year,
Rita Altaras, tel. 08-646-1215, altaras@bgu.ac.il

Departments: Communication Systems Engineering, Electrical and Computer Engineering, Materials Engineering, Mechanical Engineering, Mechatronics Engineering, Structural Engineering

Units: Electro-Optical Engineering, Energy Engineering, Nuclear Engineering

Jenny Rukavizin, tel. 08-647-9648, jenyr@bgu.ac.il

Departments: Biomedical Engineering, Biotechnology Engineering, Chemical Engineering, Industrial Engineering and Management, Software and Information Systems Engineering*

Units: Environmental Engineering, Management and Safety Engineering

* Graduates of this department will be awarded an M.Sc. degree in Information Systems Engineering.