Checklist Master Electrical Engineering 2018-2019

As a new master student, you have to fulfill some requirements:

- Do the diagnostic tests
- Have a mentor meeting to discuss the results
- Sign the Code of Scientific Conduct
- Choose your specialisation
- Register your core courses in Osiris

Below, you can find a checklist of the requirements you need to fulfill for the master of Electrical Engineering. Visit the Digital Study Guide for in-depth information regarding the curriculum of the master of Electrical Engineering and other information.

Specialisation/Research group of preference

Before the start of the master:

- Start thinking about your specialisation (if not already known). Visit the website of the nine research groups or try to get acquainted with the research activities of the faculty of Electrical Engineering. Before October 14th, 2018, your specialisation should be known because you have to register for the first specialisation course in the second quarter. You can find the specialisation courses of all research groups here.
- Register your specialisation in the Master Market Place web application https://master.ele.tue.nl before October 14th, 2018. The Master Market Place application is not yet open for the new master students from 2018-2019, but details will follow later.
- In Osiris, you should register for three core courses based on your specialisation/research group of preference. Each research group has requirements (Important or Preferred) regarding the core courses. See the Digital Study Guide for an overview of all research groups and their preferred core courses. Be aware to register for the core courses of the first quarter before August 26th, 2018 at 23:59h. At the same time, also register for the exams of these core courses because TU/e has strict deadlines for registration for courses and exams.

Mentor meeting

Within the first quarter:

- Complete the TU/e Diagnostic Test of Professional Skills via SkillsLab. This Diagnostic Test of Professional Skills consists of four mandatory elements which have to be completed and discussed with your mentor within the first quarter. The four elements are A Broad Test on Skills (SKL00), Teamwork Skills (SKL10), Presentation Skills (SKL20) and Academic Writing Skills (SKL30).
- Based on your specialisation/research group of preference, you have to make an appointment with a mentor with whom you will have to discuss the results of the four Diagnostic Tests, your
Personal Development Plan (PDP) and your electives. Furthermore, you have to sign the Scientific Code of Conduct in the presence with your mentor. You can find the mentor of your preferred research group here. Note that you have to approach your mentor yourself to make an appointment.

- Also discuss with your mentor the contents of the study program: (see section Study program)
- Sign the Scientific Code of Conduct in the presence of your mentor and hand it in at the Center for Student Administration (CSA) AP/EE (Flux 0.127).

**Notebook requirements**

- The notebook you use during lectures and exams should be as powerful as the notebook computer offered by the TU/e Notebook scheme. If you cannot or do not wish to make use of the notebook scheme, your notebook must meet the minimum requirements for the educational software. See section 3.4 Notebook scheme of the Student Statute for more information about these minimum requirements.

**Training Health and Safety Risk Management**

- As part of the regulations of our university, all new students who are new to the Flux building are obliged to follow the so-called “ARBO-training”, i.e. a training on health and safety regulations regarding your work environment. This training is a one-off training which lasts approximately 30 minutes. Your presence at this training is mandatory (you have to sign the attendance list). There are two dates for the ARBO training: on Wednesday September 5th for students whose last name starts with A to M, and on Friday September 7th for students whose last name starts with N to Z. Both ARBO training sessions are in the big lecture hall of Flux 1.02 and start at 12:45h until 13:15h.

**Study program**

Before the end of the first quarter:

- Discuss with your mentor the contents of the study program regarding your specialisation electives and your free electives. Your mentor has to approve of your choice of specialisation electives based on the requirements of the research group. The Examination Committee has to approve of the contents of the study program as well. Check the Digital Study Guide for more information about electives. Register before the deadlines in Osiris.
- Complete the online digital study program form in the Master Market Place web application https://master.ele.tue.nl and fill in the courses of your study program as discussed with your mentor. The Master Market Place application is not yet open for the new master students from 2018-2019, but details will follow later.
- Register your specialisation (choice of research group) in Osiris (as well as in the Master Market Place web application) via Registrations -> Specialisation.
- It is possible to change electives but this has to be done in accordance with the mentor. The academic advisor should be informed about this change, together with the approval of the mentor.
✓ Fill in the EE Approval Study Program form with a description of your study program with your selected core courses, specialisation courses and electives. You can download the approval form from the Digital Study Guide (https://educationguide.tue.nl/programs/graduate-school/masters-programs/electrical-engineering/curriculum/?L=2). After completion, you can send it to spc.ee@tue.nl for approval by the Examination Committee.

Registration deadlines
✓ As of the academic year 2018-2019, deadlines for registration for master courses are the same as for bachelor courses. Although you still can register separately for master exams (especially in case of resits), it is better to register for exams when registering for courses. Furthermore, this academic year 2018-2019, the administrative costs arrangement also applies for master students, i.e. after the deadline for registration, master students have to pay 20 euro per course to be registered for that course under specific conditions. See the OER articles 3.7 and 3.8 for more details. Here, you can find more information about enrolling for courses and examinations and the deadlines: https://educationguide.tue.nl/studying/planning/enrolling-courses-and-examinations/