Education guide
Pre-Master's program Electrical Engineering
2019–2020

Adopted by the Departmental Board on August 29, 2019
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This education guide provides valuable information about the Electrical Engineering pre-Master's degree program. This document is part of the student statute. The student statute contains the mutual rights and obligations of TU/e and the student: the law states that there must be a student statute and that it must be made known to the students. The student statute consists of two parts: an institute section (which applies to the entire TU/e) and a program section (which varies from program to program); the program section is part of the digital study guide. This document is the program section of the TU/e student statute.

It contains information about the structure of the one-year bachelor's pre-Master's program in Electrical Engineering, how the study is organized within our department as well as all kinds of practical study information.

In addition to the information provided here, you are strongly urged to consult the general study information on the digital education guide of TU/e.

1. Pre-Master’s program Electrical Engineering

Since 1985 the Department of Electrical Engineering offers a standard program for hbo Bachelors (Higher Vocational Education). This program is divided into a pre-Master’s program of 30 credits and a subsequent 120 credits Master's degree program for hbo Bachelors. The Department of Electrical Engineering also offers a pre-Master’s program for university Bachelors with a Bachelor's degree program in a related field.

**Pre-Master’s program for hbo Bachelors**

The pre-Master’s program for hbo Bachelors is a deficiency-resolving program to bridge the gap in theoretical knowledge between hbo and university and consists of 5 Mathematics and 3 Electrical Engineering courses (30 credits). Pre-Master’s students have to complete the pre-Master’s program before they can continue in the **Master’s degree program for hbo Bachelors**.

**Pre-Master’s program for university Bachelors**

The pre-Master’s program for university Bachelors is a deficiency-resolving program for non-EE Bachelors to bridge the gap in theoretical knowledge of Electrical Engineering and consists of 6 Electrical Engineering courses (30 credits). Pre-Master's students have to complete the pre-Master’s program of university Bachelors before they can continue in the **Master's degree program of Electrical Engineering**.

**Academic progress requirement**

The pre-Master’s program of 30 credits has to be completed within the first year (max. two semesters), otherwise the student is not allowed to continue in the Master’s degree program. Furthermore, the student is not allowed in the pre-Master’s program for a period of three years. The study progress requirement does not apply to students who have submitted a request to ESA to
withdraw before March 1 and who have not re-registered for another pre-Master’s program at TU/e.

Pre-Master’s students shall receive a written pre-recommendation on their study progress halfway the third quarter. This pre-recommendation serves as a warning in the event that the student is making insufficient study progress. At the end of the pre-Master’s set term, students shall receive a binding written study progress decision relating to their Master program. The study progress decision is

1. Positive, if the pre-Master’s student has passed the complete pre-Master’s program within the set term. As soon as the pre-Master’s program is successfully completed, the student can start with the Master's degree program.

2. Negative, if the pre-Master’s student has failed to meet the provisions stated under 1).

Contact
CSA EE
T: +31 40 – 247 6121
CSA.EE@tue.nl

2. Admission

The admission and registration for a pre-Master’s program relating to a Master's degree program is open to those in possession of Higher Vocational Education (hbo) diploma or a university Bachelor’s degree certificate from a university as well as a maximum of a 30-credit deficiency to be able to follow the Master’s degree program.

Hbo Bachelors

Students with a Bachelor of Science in Electrical Engineering from a Dutch University of Applied Science (hbo) have direct access to the pre-Master’s program. They will be admitted to the Master’s degree program for hbo Bachelors only after they have successfully completed the study components of the pre-Master’s program for hbo Bachelors. Students can register through Studielink for enrollment in the pre-Master’s program. Be aware of the 1 May deadline.

University Bachelors

Students with a TU/e Bachelor’s degree in Psychology and Technology, domain Robotics, a TU/e Bachelor’s degree Applied Physics, a TU/e Bachelor's degree Biomedical Engineering or a TU/e Bachelor’s degree Mechanical Engineering will be admitted to the Master’s degree program only after they have successfully completed the study components of the pre-Master’s program for university Bachelors. Students with a Bachelor in Physics from other Dutch universities are also allowed to follow the pre-Master’s program for university Bachelors. Students can register through Studielink for enrollment in the pre-Master’s program. Be aware of the 1 May deadline.
HBO-TOP

Hbo-students doing the HBO-TOP program follow the pre-Master’s program for HBO Bachelors during their HBO program as part of their minor. Upon completion of the pre-Master’s program, students can continue directly in the Master’s degree program for HBO Bachelors after their graduation from HBO. Make sure to enroll through Studielink before the deadline of May 1. Please, take into account that the pre-Master’s program of Electrical Engineering comprises three quarters, which means that the pre-Master’s program cannot fully be completed within the minor. HBO graduates who did not fully complete the pre-Master’s program as an HBO-TOP student, continue as a pre-Master’s student following the remaining deficiency courses until the pre-Master’s program is finished. For students who have passed the course 2DL00 Basiswiskunde avondcursus, the result of 2DL00 counts for approximately 60% for the exam of 2WBB0 Calculus variant 2. The 60% of the questions is determined by the teacher of 2WBB0. More information about enrollment can be found at the HBO-TOP (minor)-page.

HBO-TOP students who did course 2DL00 Basiswiskunde avondcursus as part of their entrance requirements for the HBO-TOP program, do not need to do the entrance test of 2WBB0 Calculus variant 2.

HBO-TOP students who did the entrance test of 2DL03 Basic Mathematics and are planning to follow 2WBB0 Calculus variant 2, do not need to do the entrance test.

3. Curriculum for HBO Bachelors

The pre-Master’s program is listed in the table below. Pre-Master’s students and HBO-TOP students need to do an entrance test for the course ‘Refresher’s English for pre-Master’s students’ (5PRE01) to determine the level of their English. If you pass the entrance test, you are exempted from following the course ‘Refresher’s English for pre-Master’s students’ (5PRE01) and doing the exam. If you do not pass the test, you will have to follow the English course and do the exam. Pre-Master’s students do not get credits for this course.

Pre-Master’s courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>EC</th>
<th>Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>5PRE01</td>
<td>Refresher English for pre-Master's students</td>
<td>0</td>
<td>1 (1,2)</td>
</tr>
<tr>
<td>2WBB0</td>
<td>Calculus variant 2</td>
<td>5</td>
<td>1 (1,2)</td>
</tr>
<tr>
<td>2DL60</td>
<td>Linear Algebra</td>
<td>2,5</td>
<td>1 (1,2)</td>
</tr>
<tr>
<td>5ESD0</td>
<td>Control Systems</td>
<td>5</td>
<td>1 (1,2)</td>
</tr>
<tr>
<td>2DL40</td>
<td>Advanced Calculus I</td>
<td>2,5</td>
<td>2 (2,3)</td>
</tr>
<tr>
<td>2DL70</td>
<td>Probability and Statistics</td>
<td>2,5</td>
<td>2 (2,3)</td>
</tr>
<tr>
<td>5EWB0</td>
<td>Electrical Power Systems</td>
<td>5</td>
<td>2 (2,3)</td>
</tr>
</tbody>
</table>
Planning in the right column indicates the quarter in which the course will be offered, and in between brackets the quarters in which the course examinations will be scheduled.

Prior knowledge courses (not part of the pre-Master’s program)

If the gap between HBO and TU/e is too big and essential prior knowledge from the Bachelor Electrical Engineering is missing, this knowledge can be obtained via video lectures of the courses from the table below. These courses are not part of the pre-Master’s program and therefore do not count for the study progress requirement. Furthermore, it is not allowed to follow these courses and take the exams.

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>5ECA0</td>
<td>Circuits</td>
</tr>
<tr>
<td>5ESE0</td>
<td>Signal Processing Basics I</td>
</tr>
<tr>
<td>5ECB0</td>
<td>Electronic Circuits I</td>
</tr>
<tr>
<td>5ESB0</td>
<td>Systems</td>
</tr>
</tbody>
</table>

Safety training

An Occupational Health, Safety & Environment training takes place during the first lecture week in the first quarter. During this training you gain practical information about the buildings, learn how to avoid hazards and risks, learn how to act in case of emergency, and learn how to prevent physical complaints caused by computer work. It’s important to attend, not only for your own safety during your studies at EE, but also for the safety of your fellow students and EE staff. Therefore, the training is compulsory for all new students and counts as a practical exercise within your pre-Master’s program. You will receive an invitation from your academic advisor with a time slot. If you do not attend you are not able to complete your program: your presence will be registered. You can find the PowerPoint presentation shown during the training of September 2019 [here].

Contact

CSA EE
T: +31 40 – 2476121
E: CSA.EE@tue.nl

Downloads

Presentation Kick-off pre-Master’s students 2019-2020
4. Curriculum for university Bachelors

The pre-Master's program for university Bachelors consists of the following 6 courses (30 credits), 5 mandatory EE courses and one free of choice:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>5ECC0</td>
<td>Electronic Circuits II</td>
</tr>
<tr>
<td>5ESD0</td>
<td>Control Systems</td>
</tr>
<tr>
<td>5ESC0</td>
<td>DSP Fundamentals (Signals II)</td>
</tr>
<tr>
<td>5EPB0</td>
<td>Electromagnetics II</td>
</tr>
<tr>
<td>5EMA0</td>
<td>Mathematics II</td>
</tr>
</tbody>
</table>

... one course from the table below

Select one course from the table below, depending on the specialization/track preference within the master of Electrical Engineering

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>5EIB0</td>
<td>Computation II: Embedded System Design</td>
</tr>
<tr>
<td>5ETA0</td>
<td>Intro Telecommunications</td>
</tr>
<tr>
<td>5ETB0</td>
<td>Communication Theory</td>
</tr>
<tr>
<td>5EWA0</td>
<td>Electromechanics</td>
</tr>
<tr>
<td>5EWB0</td>
<td>Electrical Power Systems</td>
</tr>
</tbody>
</table>

one level 3 course from the Bachelor coherent packages Care & Cure, Connected World or Smart & Sustainable Society

Students with a Bachelor Applied Physics from TU/e or Bachelor Physics from other Dutch universities are allowed to

- replace course 5ECC0 Electronic Circuits II by 5XCA0 Fundamentals of Electronics
- replace course 5EMA0 Mathematics II by another course from the table

**Safety training**

An Occupational Health, Safety & Environment training takes place during the first lecture week in the first quarter. During this training you gain practical information about the buildings, learn how to avoid hazards and risks, learn how to act in case of emergency, and learn how to prevent physical complaints caused by computer work. It's important to attend, not only for your own safety during your studies at EE, but also for the safety of your fellow students and EE staff. Therefore, the training is compulsory for all new students and counts as a practical exercise within your pre-Master's
program. You will receive an invitation from your academic advisor with a time slot. If you do not attend you are not able to complete your program: your presence will be registered. You can find the PowerPoint presentation shown during the training of September 2019 here.

Contact
CSA EE
T: +31 40 – 2476121
E: CSA.EE@tue.nl

Downloads
Presentation Kick-off pre-Master's students 2019-2020

5. Master's degree program for hbo Bachelors

After completion of the pre-Master’s program, the student is admitted to the Master's program for hbo Bachelors. Check the guidelines for internal access to the Master’s program for pre-Master’s students. The program officially starts in September, however it is possible to follow master courses in the fourth quarter (see Registering for master courses in Q4).

<table>
<thead>
<tr>
<th></th>
<th>EC</th>
</tr>
</thead>
<tbody>
<tr>
<td>First year</td>
<td></td>
</tr>
<tr>
<td>Core courses</td>
<td>15</td>
</tr>
<tr>
<td>Specialization path</td>
<td>10</td>
</tr>
<tr>
<td>Elective courses</td>
<td>20</td>
</tr>
<tr>
<td>Homologation courses</td>
<td>15</td>
</tr>
<tr>
<td>Second year</td>
<td></td>
</tr>
<tr>
<td>Professional Development</td>
<td>5</td>
</tr>
<tr>
<td>Internship</td>
<td>10</td>
</tr>
<tr>
<td>Graduation project</td>
<td>45</td>
</tr>
</tbody>
</table>

This program contains the same elements as the Master's program of Electrical Engineering for Bachelor students except for:

- the internship of 10 credits (instead of 15)
- 20 credits of electives (instead of 30)
- 3 deficiency resolving courses (homologation courses in total 15 credits)

Homologation courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>EC</th>
<th>Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>5ESCO</td>
<td>DSP Fundamentals (Signals II)</td>
<td>5</td>
<td>1 (1,2)</td>
</tr>
</tbody>
</table>
# 5EPA0 Electromagnetics I

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>5EPA0</td>
<td>Electromagnetics I</td>
<td>5</td>
<td>1,2</td>
</tr>
</tbody>
</table>

Planning in the right column indicates the quarter in which the course will be offered, and in between brackets the quarters in which the course examinations will be scheduled.

The courses 5ESC0 and 5EPA0 are offered in the same timeslot, so take this into account while planning these courses.

## Internship

Hbo Bachelors complete the internship (10 credits) as a preparation for the graduation project. This is a small research project under the supervision of one of our own staff, and carried out in our own labs. The most important goal of the internship is to learn to handle a scientific and usually rather vague project assignment, which involves integrating knowledge from multiple areas of the field of electrical engineering. Apart from that, the internship is an opportunity to practice reporting in English. For these reasons, the internship cannot take place in a company and must be done within the Department. Furthermore, the internship cannot be extended.

## Electives

Hbo Bachelors take 20 credits of elective courses: for 10 credits of electives, a student needs advice of his/her mentor or graduation supervisor, the other 10 credits of electives are free to choose. The same rules about choosing electives apply as for the Master’s program of Electrical Engineering for EE Bachelors. Hbo Bachelors are not allowed to use an elective to extend their internship.

## Registering for master courses in Q4

If you are expected to finish the pre-Master’s program in Q3 and you want to continue with the Master’s program for hbo Bachelors in Q4, you can register for master courses for Q4, provided you meet the requirements as stated in the [Program and examination regulations](#) (Appendix 2, article 2, paragraph 6). Even if you cannot finish the pre-Master’s program in Q3 because of missing subjects (either from Q2 or Q3 with re-sits in Q3 and Q4), you still can register for master courses for Q4 provided you meet these requirements. Note that in the latter case, even though it is allowed to follow master courses, you still have to finish the pre-Master’s program, so the focus should be on passing the pre-Master courses. If you meet the requirements and want to follow master courses for Q4, send a request to the [Examination Committee](#) for permission and if allowed, register in time (in Q3) for these master courses. Check the [digital education guide](#) for more information about the registration deadlines.

## Examination schedules courses

Examination schedules for all courses you are enrolled can be found in [My Timetable](#).
7. Examination Committee

The Board of Examiners is the authority to safeguard the standard of the degree program, including matters such as the appointment of examiners, testing and fraud, and all other aspects that are necessary to ensure that students who are awarded a degree have attained the outcomes for the relevant programs. All regulations can be found in the Examination Regulations of the Electrical Engineering department.

One of the tasks of the Board of Examiners is the approval of elective programs, granting exemptions and the approval of study programs. For this purpose, the Study Program Committee (SPC) has been mandated.

Visit the website of the Examination Committee of the Electrical Engineering department for more information.

Students can send a request to the Examination Committee. Requests to the Examination Committee need to be submitted Friday before the next meeting at the latest.

Students may appeal a decision of the Examination Committee. Their appeal should be addressed to College of Appeals for Examinations (CBE) of the Eindhoven University of Technology within six weeks after the decision is made.

Contact
Examination Committee EE
E: Examination.Committee.EE@tue.nl

Downloads
Fraud Policy
Exam Framework
Departmental Assessment Policy
Central Examination Regulations
OER, Program and Examination Regulations bachelor EE 2019-2020
OER, Program and Examination Regulations master EE 2019-2020
Examination Regulations of the Electrical Engineering 2019-2020

8. Program Committee

The Program Committee (Opleidingscommissie) is an important body in which students and lecturers discuss the quality of education (BSc and MSc within Electrical Engineering) and the way in which it is organized. In this context, the Program Committee provides advice on the design of the curricula, quality assurance and policy-making.

The Program Committee consists of an equal number of student and lecturer members, and grants consent to the dean in regard to sections of the Education and Examination Regulations, and advises the program directors on the curriculum. The statutory task of the Program Committee is to provide advice on promoting and safeguarding the quality of the degree programs. (Section 9.18 WHW). The
Program Committee is a representative advisory body with the right of consent in regard to the program-specific sections of the Education and Examination Regulations.

The Program Committee actively contributes to educational innovation and enhancement by taking the initiative to place topics on the agenda. The topics might specifically concern the degree programs for which the Program Committee has been established as well as cross-degree programs, topics such as a uniform procedures in the Bachelor College and Graduate School. For these topics a Generic Program Committee has been conducted with representatives of all local Program Committees.

Program Committee meetings take place once every month.

Contact
Secretariaat Electrical Engineering
T: +31 40 – 247 5427
E: Secretariaat.E@tue.nl

9. Regulations
Program and Examination Regulations (OER in Dutch)

The Program and Examination Regulations for a program and contains clear and sufficient information about the program, making it the basic document for both students and teachers.

Subjects covered by the OER include:

- the content of the program and the associated final examinations, the number and sequence of other examinations and the times when these can be taken
- the type of examination (oral, written or other types of examination)
- the period of validity of successfully completed examination components
- the right of inspection and evaluation

The Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek) draws a distinction between program and examination regulations and examination committee rules and guidelines. Subjects regulated by the TU/e Examination Committee Rules and Guidelines (Examination Regulations) include:

- compilation Examination Committee
- procedures Examination Committee
- tasks Examination Committee
- rules relating to quality assurance of testing and exams
- rules relating to measures taken in the event of fraud by examinees
- rules and guidelines relating to testing and exams
- compensation regulations
- graduation regulations
9.1 Transitional Arrangements

Changes in Mathematics courses

As of 2018-2019 the Mathematics courses from the pre-Master’s program have changed:

- The old style 3 EC courses (2DL03, 2DL04, 2DL05, 2DL06 and 2DL07) have changed to 2.5 and 5 EC courses. 3 EC courses are no longer offered.
- The Basic Mathematics course (2DL03) is not offered anymore. Instead, students take the regular Bachelor course Calculus variant B (2WBB0).
- The 3 EC courses Calculus I (2DL04), Calculus II (2DL05), Linear Algebra (2DL06) and Statistics A (2DL07) are replaced by their 2.5 EC versions: Advanced Calculus I (2DL40), Advanced Calculus II (2DL50), Linear Algebra (2DL60) and Probability and Statistics (2DL70).
- The new style courses are offered in English and only once per academic year.

Students from the pre-Master’s program 2017-2018 and earlier who still need to pass one or more 3 EC courses (2DL04, 2DL05, 2DL06 or 2DL07) from their pre-Master’s program, take the new courses (2DL40, 2DL50, 2DL60 or 2DL70, respectively) to complete the pre-Master’s program. Students who still need to pass the course Basic Mathematics (2DL03) can complete this course by means of taking a part of the exam of Calculus variant B (2WBB0).

Due to the change in credits (from 3 EC to 2.5 EC), it is possible that the minimum requirement of 30 EC to finish the pre-Master’s program cannot be met. In that case, all individual courses of the pre-Master’s program need to completed, regardless of the total number of obtained credits in the pre-Master’s program (which can range from 28 EC up till 30 EC).

Contact
CSA EE
T: +31 40 – 247 6121
E: CSA.EE@tue.nl

Downloads
Student statute
OER, Program and Examination Regulations bachelor EE 2019-2020
OER, Program and Examination Regulations master EE 2019-2020
Examination Regulations of the Electrical Engineering 2019-2020

10. Forms
EE Request for exemption form

11. Academic advisor

The academic advisor will advise students (either on request or on the advisor’s own initiative) on all the aspects of the degree program, and will ensure, partly based on the student’s study progress and whenever necessary, adequate referral to the competent bodies of TU/e, to student advisors of the ESA or TU/e confidential counselors. The academic advisor will inform students who fall behind in their studies of the opportunities to receive extra support or measures that may need to be taken to
minimize further delay. The academic advisor for the pre-master students of Electrical Engineering is Harald van den Meerendonk.

Contact
Academic Advisor MEE
E: Academic.advisor.MEE@tue.nl

12. Quality Assurance

Providing high quality education is of utmost importance to the department of Electrical Engineering. To maintain the quality it is essential that every educational component is subject to structural and recurrent evaluation.

Course evaluations

The most common method of evaluation is by conducting surveys. Courses and projects are evaluated with digital surveys in EvaSys on a yearly basis. The results of the surveys enable us to collect the thoughts and opinions of students and give them the opportunity to provide feedback on their education. Educational components that are new will be evaluated for 3 consecutive years using surveys until they reach a sufficient level (see quality assurance plan for the criteria). Components that have reached a sufficient level are evaluated once every 3 years (1 year evaluation, 2 years no evaluation). The results of the surveys are evaluated by several stakeholders, such as the departmental committee, exam committee, quality assurance officer, the responsible lecturer/teacher, chairmen of research groups and the departmental board. If the course scores insufficient, an improvement plan will be conducted together with the responsible lecturer/teacher for the next round. The following year these components are monitored based on the evaluation and the improvement plan. After this the cycle of quality assurance starts again.

The educational program as a whole is also subject to yearly evaluations, organized on a central level by the TU/e or other interested external parties (VNSU).

Additional Quality Assurance evaluation methods

In addition to the surveys, the department makes use of other more direct methods of evaluation for educational components. Student meetings are organized for bachelor and master students (year councils) on a regular basis. This way students can provide direct feedback on their educational program to the staff.

Compared to surveys, where evaluations take place at the end of the educational component, these types of evaluation methods are powerful tools for intermediate evaluations. For an overview of our evaluation instruments, see the quality assurance plan.

Quality Assurance Officer

A quality assurance (QA) officer is appointed by the department to maintain all the processes related to quality assurance and ensures that all responsible parties receive the information necessary to perform their duties. For example the departmental QA officer maintains a record of course
evaluations and determines which courses require evaluation, which policy should be used and communicates with the central QA officer of ESA on practicalities regarding EvaSys surveys. In addition to this, the QA officer attends meetings with other departmental QA officers to discuss general matters and developments related to quality assurance.

Accreditation

Based on the framework of accreditation developed by the Dutch-Flemish Accreditation Organisation (Dutch abbreviation: NVAO) all educational programs are subject to periodic evaluation by a visiting panel. Accreditation is a formal decision that the educational program complies to the quality demands formulated by the NVAO and that the graduation diploma is recognized as valid by the government. Accreditation lasts for 6 years and the current accreditation decision for the educational programs of Electrical Engineering lasts until **27th of April 2023**.

Download
Quality assurance plan

13. Contact

**Departmental Board**

*prof.dr.ir. A.B. Smolders*, dean  
*prof.ir. A.M.J. Koonen*, vice-dean  
*drs. J.C. van Wevelingen*, managing director

**Program directors**

*ir. S. Hulshof*, Bachelor  
*dr. ir. H. de Waardt*, Master, PDEng, PhD

**Manager Education and Student Affairs EE/AP**

*dr.ir. R.R. Trieling*

**Center for Student Administration Electrical Engineering (CSA EE)**

Flux 0.125  
T 040 247 4883 / 2806  
E CSA.EE@tue.nl

Office hours: Monday - Friday 12:00 - 14:00 hrs.

Every first working day of each quarter (September 2nd, November 11th, February 3rd, April 20th) CSA EE will also be open from 08.30 till 09.30 hrs.

**Contact person Education guides EE**

*C.R. van Kesteren MA*
14. A-Z

A
**Absent** during an exam or obligatory practicum - when you are no able to attend due to special circumstances, you need to report this within 24 hours to your academic advisor.

C
**Canvas** - You can use MyTU/e to access Canvas, the learning management system. In Canvas you’ll find course information, practice tests, assignments, slides and more. You use Canvas during your education period, and to prep for exams. For any questions and comments, please contact the helpdesk by mailing ESAhelpdesk@tue.nl or calling 3826.

**Center for Student Administration (CSA EE)** - opening hours from Monday till Friday from 12.00 till 14.00 hrs, location Flux 0.125. Every first working day of each quarter (September 2nd, November 11th, February 3rd, April 20th) CSA EE will also be open from 08.30 till 09.30 hrs. **Outside opening hours** you can email CSA.EE@tue.nl. Forms can be put in the postbox CSA near the reception desk of Flux.

**Complaints** – When you have a complaint about courses, grants, teachers, the way of testing of examinations, you can first contact our academic advisors. In case of complaints about, for example a decision of the examination committee or an examiner, admission to the Master’s degree program, you can appeal to the Examination Appeals Board. For more information check our education guide.

E
**Examination Committee** – The Examination Committee is, among other things, responsible for the quality of the exams and final examinations. If you have a request, complaint or comment, you can send an e-mail to EE Examination Committee: EE.EC.Secr@tue.nl

H
**Honors program** – In the **TU/e Honors Academy** various Honors Tracks have been launched, addressing major societal and scientific questions and challenges

I
**Illness** during an exam- When you are not able to attend an exam due to illness, you need to report this within 24 hours to your academic advisor.

**IEEE** - The Institute of Electrical and Electronics Engineers, Inc. is an international organization by and for academic engineers in the field of electrical engineering. Worldwide, there are more than 330.000 members. IEEE SBE is the student branch at TU/e. It is the most active branch of IEEE in Europe. Every year, they organize a wide range of activities. With this, the Student Branch Eindhoven prepares students socially, culturally and professionally for their future. More information on IEEE SBE, its activities and memberships can be found on the IEEE student branch website.

M
**My Timetable** - **My Timetable** generates your personal schedule, which can be used by students and lecturers. It’s possible to synchronize with all regular agenda-applications, so you can use your own preferred system to view your schedule. The schedule in My Timetable is adjustable to your own needs, and schedules of individual courses can be viewed. The tutorial can be found [here](#). For questions you can contact roosters@tue.nl.
MyTU/e – MyTU/e provides an easy-to-use, personalized and effective system for you to manage everything you need to make a success of your learning and working at TU/e. This cloud-based system provides you with everything you need in one place and with notifications to keep you updated. MyTU/e will be your go-to app for your learning, education, and working experience.

OSIRIS - Go to MyTU/e to log into OSIRIS, the student information system that records all student data, from enrollment right through to graduation. Lecturers use OSIRIS to enter grades and check their groups and course information. Students use OSIRIS to view their grades, register for courses and examinations, and to keep track of their progress. For questions about OSIRIS you can contact the helpdesk at 3826 or per e-mail. You can also contact the Center for Student Administration (CSA EE) in Flux 0.125.

Program committee - A Program Committee is an advisory and consultative body at degree program level, instituted by law. The Program Committee of Electrical Engineering covers the bachelor and master programs. The Program Committee consists of an equal representation of both lecturers and students.

Quality Assurance

Registering for a course - To participate in courses you need to be registered for the course. This is possible up to 20 working days before the start of the new quarter. If you are not registered for the course, you will not be able to take it (or the examinations associated with it). The deadlines for enrollment can be found here. The course registration is done via Osiris.

Student statute – As a student you have rights and obligations. You can read about this on our education guide.

Student body - The Student Body (SB) is the center of education participation at the department of Electrical Engineering. SB is run by three students of the department. Any student who has suggestions, complaints, or questions about the education can contact the SB.

Student teams – TU/e is a breeding ground for young engineers who address societal challenges by carrying out projects. Projects in which education, innovation, and entrepreneurship are combined with surprising outcomes. TU/e counts several student teams which address challenges in the fields of energy, health, and smart mobility.

Thor The study association Thor focusses on the enrichment of the students of Electrical Engineering and Automotive Technology at TU/e. In order to achieve this goal, activities are organized for and by students.