

Registration Procedure for graduate students

Each semester prior to the opening of the SIS system to registration, each student is required to have the courses he/she intends to take the following semester approved by their advisor.

All continuing students must submit the "**Graduate Registration**" form in order to remove the departmental Registration Hold for advisement. The form may be submitted to the graduate advisor directly through email or to Ms. Yvonne Williams (yvonne.williams@njit.edu) for transmittal to the graduate advisor. You are not required to meet with the graduate advisor, although you can if you wish.

The graduate advisor will verify that you are making timely progress toward your degree and indicate any other information the advisor deems pertinent on your registration form. Shortly after the approval of your submission, the departmental registration hold will be removed. You can then self-register according to the Registration Calendar provided by the Office of Registrar.

Address:

NJIT

Mechanical Engineering Department
University Heights
200 Central Ave. Suite 204
Newark, New Jersey, 07102

Phone: 973-596-3333 or 973-596-3331

Fax: 973-642-4282

Att: ME Graduate Advisor