**NEW M.S. STUDENTS**

* Pick up the following documents from room E-201 (Student Affairs Office of the Mechanical Engineering Department).
	+ 3 copies of thesis protocol (4 copies if you have a co-supervisor)
	+ 1 copy of pre-registration form (for courses)
	+ 1 copy of "Öğrenci İzleme Kartı"
* Follow the instructions given in "Öğrenci Danışmanları Kayıt Rehberi". Have all of the documents mentioned in step (1) **filled completely**and **signed properly**. Do not forget to take the non-credit courses [**ME 8XX**](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code), [**ME 9XX**](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code), and **ME 500** (see the [list](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code) below). You should register to **section 1 for ME 8XX** and **ME 9XX**; and **section XX for ME 500**. For example, if your **thesis supervisor** is Dr. Reşit Soylu, then you should register to ME 829 (section 1), ME 929 (section 1) and ME 500 (section 29).
* See Mr. Latif Karaçar (Room E-201) for the approval of thesis protocols.
* Register interactively (see the [categories of courses](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#category) below) by using:
	+ the PC's in the terminal rooms (A-Block in Mechanical Engineering, Civil Engineering, Physics Departments etc.) or,
	+ any PC (connected to the web) via the URL address <http://register.metu.edu.tr/>.
* Report to your thesis advisor with all of the documents and 2 recent photographs of yours with your name written at the back and get the approval of your registartion interactively.

**CONTINUING M.S. STUDENTS**

* Pick up the following document from room E-201 (Student Affairs Office of the Mechanical Engineering Department).
	+ 1 copy of Pre-registration form (for courses)
* Follow the instructions given in "Öğrenci Danışmanları Kayıt Rehberi". Have all of the documents mentioned in step (1) **filled completely** and **signed properly**. Note that each MS student must take the non-credit courses [**ME 8XX**](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code), [**ME 9XX**](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code), and **ME 500** (see the [list](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#code) below). You should register to **section 1 for ME 8XX** and **ME 9XX**; and **section XX for ME 500**. For example, if your **thesis supervisor** is Dr. Reşit Soylu, then you should register to ME 829 (section 1), ME 929 (section 1) and ME 500 (section 29).
* If you are taking a new course (with a new code number) to replace a course previously taken, you have to perform the replacement procedure during the interactive registration.
* Register interactively (see the [categories of courses](http://courses.me.metu.edu.tr/meweb/index.php?sec=programs&page=msregister&lan=en#category) below) by using:
	+ the PC's in the terminal rooms (A-Block in Mechanical Engineering, Civil Engineering, Physics Departments etc.) or,
	+ any PC (connected to the web) via the URL address <http://register.metu.edu.tr/>.
* Report to your thesis advisor with your pre-registration form and get the approval of your add-drop interactively.

**CATEGORIES OF COURSES**

|  |  |
| --- | --- |
|   |   |
| Math Course: ME 521 | Must Course |
| ME 500 | Must Course |
| ME 590 | Must Course |
| All other courses | Technical Elective |

**PROCEDURE FOR REGISTERING TO NON - ME COURSES (\*)AND ME 4XX COURSES**

**(\*) - Other than ES 501, AEE 501, MATH 583, MATH 587, PHYS 503**

* Pick up the "Bölüm Dışı Ders Alma İstem Formu" from room E-201.
* Have the form **filled** and **signed** by **your thesis supervisor** and **hand it back to room E-201**. Note that, in your M.S. program, you can only take

up to

* + 2 ME 4XX courses or
	+ 1 ME 4XX course and/or 1 non-ME 5XX course (excluding math courses)
* If your request is approved, **add** the non-ME and/or ME 4XX course(s) during the **Add-Drop period** (i.e., you should not register to these class of courses during the regular registration).

**ADD-DROP FOR M.S. STUDENTS:**

* If your registration has been approved and if you are not going to change anything, then you don't have to do anything during the add-drop period.
* If you want to add or drop a course (other than ME 8XX, ME 9XX, ME 500), you must fill in the pre-registration form (may be picked from room E-201) and have it signed by your thesis supervisor. The form should contain the courses that you will eventually take this semester (**NO EXCEPTIONS TO THIS RULE**). Remember that unless you have passed 3 courses, you must register for at least three courses with credit.
* Make your interactive add-drop by using:
	+ the PC's in the terminal rooms (A-Block in Mechanical Engineering, Civil Engineering, Physics Departments etc.) or,
	+ any PC (connected to the web) via the URL address <http://register.metu.edu.tr/>.
* Report to your registration advisor get the approval of your add-drop interactively.

**CODES FOR ME 8XX AND ME 9XX**

|  |  |  |
| --- | --- | --- |
|   |   |   |
| [Metin Akkök](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=1) | 819 | 919 |
| [M. Haluk Aksel](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=2) | 825 | 925 |
| [Kahraman Albayrak](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=3) | 816 | 916 |
| [M. A. Sahir Arıkan](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=4) | 832 | 932 |
| [Kıvanç Azgın](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=5) | 865 | 965 |
| [Derek K. Baker](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=36) | 851 | 951 |
| [R. Tuna Balkan](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=6) | 835 | 935 |
| [Özgür Bayer](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=7) | 864 | 964 |
| [Ender Ciğeroğlu](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=124) | 861 | 961 |
| [Mehmet Çalışkan](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=8) | 820 | 920 |
| [Tahsin Çetinkaya](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=37) | 830 | 930 |
| [Serkan Dağ](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=38) | 848 | 948 |
| [Haluk Darendeliler](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=9) | 836 | 936 |
| [Melik Dölen](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=39) | 846 | 946 |
| [Bülent Doyum](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=10) | 826 | 926 |
| [Zafer Dursunkaya](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=11) | 840 | 940 |
| [Merve Erdal](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=40) | 845 | 945 |
| [Mustafa İ. Gökler](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=13) | 833 | 933 |
| [Suat Kadıoğlu](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=33) | 841 | 941 |
| [Feyza Kazanç](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=41) | 866 | 966 |
| [Buğra Koku](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=41) | 852 | 952 |
| [İlhan Konukseven](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=42) | 842 | 942 |
| [Tuba Okutucu Özyurt](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=43) | 857 | 957 |
| [Suha Oral](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=17) | 834 | 934 |
| [Gökhan O. Özgen](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=125) | 859 | 959 |
| [H. Nevzat Özgüven](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=20) | 818 | 918 |
| [Bülent E. Platin](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=23) | 828 | 928 |
| [Cüneyt Sert](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=44) | 853 | 953 |
| [Reşit Soylu](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=24) | 829 | 929 |
| [İlker Tarı](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=45) | 843 | 943 |
| [Ergin Tönük](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=46) | 844 | 944 |
| [S. Turgut Tümer](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=26) | 821 | 921 |
| [Ali Emre Turgut](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=26) | 868 | 968 |
| [Abdullah Ulaş](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=35) | 847 | 947 |
| [Y. Samim Ünlüsoy](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=27) | 815 | 915 |
| [Hüseyin Vural](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=28) | 837 | 937 |
| [Cemil Yamalı](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=34) | 817 | 917 |
| [Ulaş Yaman](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=34) | 870 | 970 |
| [M .Metin Yavuz](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=212) | 863 | 963 |
| [Almıla Güvenç Yazıcıoğlu](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=47) | 854 | 954 |
| [Yiğit Yazıcıoğlu](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=48) | 855 | 955 |
| [R. Orhan Yıldırım](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=31) | 814 | 914 |
| [Ahmet Yozgatlıgil](http://courses.me.metu.edu.tr/meweb/index.php?sec=people&page=showperson&lan=en&id=51) | 858 | 958 |
|  |  |  |