



October is the month of Advisement, Registration and Deadlines! Now is the time to begin planning out your desired spring 2023 course schedule. Start by reviewing your Degree Works file to confirm that all transferred credits have been received in, check off what you've already taken thus far, and map out what classes are remaining, paying close attention to the Curriculum changes (if applicable). If you need to declare a **"Concentration"** that can be done with three clicks of a mouse. Attending a **Group Advisement session for your class level is Mandatory to Remove Academic Hold on your account.** Plan accordingly and add a session to your schedule.

*Shirley Manchester*  
*Undergraduate Academic Advisor*

## Chair Office Hours

School Chair, Natalie Stingelin  
MRDC Building Office 3508

*The following dates in October and November:*

Thursday, October 6, 9:00-10:00 am  
Thursday, October 20, 9:00-10:00 am  
Thursday, October 27, 9:00-10:00 am  
Thursday, November 3, 9:00-10:00 am  
Tuesday, November 15, 9:00-10:00 am  
Tuesday, November 22, 9:00-10:00 am



**OfficeHours**

Associate Chair for UG Program, Prof. Mary Lynn Realff  
MRDC Building 4510  
Fridays, 10:00 -11:00 am EDT (available to form signatures during this time)

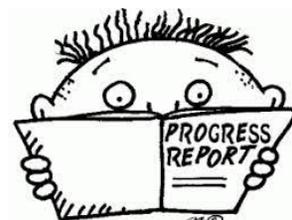


October 4 - [Education Abroad Fair](#)  
October 17-18 – Fall Break  
October 26 – Schedule of classes available online  
October 29 – Grade Substitute Deadline  
October 29 – Grade Mode Change Deadline  
October 29 – Withdrawal Deadline

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## Midterm Reports

Midterm progress report grades are intended to alert you to problems with your academic performance. If you receive an email from Shirley Manchester regarding this report, respond accordingly. [More information](#)



## New to GT & MSE and have General Questions?

Check out [Advising & Transition FAQ's](#)

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## How to...

[How to Declare Your Concentration](#)

[How to Declare/Remove a Minor](#)



## Spring 2023 Class Registration and Advising

*Attendance at a group advisement session is mandatory for HOLD to be removed.*

### Schedule for “Group Advisement” Sessions:

First Years/Sophomores – Session 1, October 4, 11:00-11:45 am  
First Years/Sophomores – Session 2 October 6, 11:00-11:45 am  
Juniors/Seniors – Session 1, October 11, 11:00-11:45 am  
Juniors/Seniors – Session 2, October 20, 11:00-11:45 am

All sessions will be held in the Love Building, room 185

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## Registration Information

### Phase I Registration Timeline:

October 26 - Schedule of Classes Available Online

November 3 - Time tickets for Phase I Registration will post for all eligible students at 6:00 pm ET

November 7 – December 16 - Phase I Registration for Spring 2023

### Important Deadlines:

Grade Mode Deadline - October 29

Last day to change grade mode from letter grade to pass/fail (and vice versa). No changes to audit mode permitted after the last day of registration. Completed forms, including advisor signature, will be accepted through Monday, October 31 by 4:00 pm ET.

Grade Substitution Deadline - October 29

Last day to apply for Grade Substitution. Forms accepted through Monday, October 31 by 4:00 pm ET.

Withdrawal Deadline - October 29

Last day to withdraw from a single course or from school with “W” grades for Fall Semester 2022 by 4:00 pm ET. Students must withdraw from all classes in order to receive a refund.

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## Academic Advising Appointments

Need a Virtual/In-Person Academic Advising Appointment?



**Shirley Manchester?**

[Advisor Link Website](#)

### Instructions:

1. Log-in with your GT credentials
2. Select MSE as the location and “Advising” as your Appointment reason and my name will populate.
3. Schedule your appointment and input all reasons you’d like to meet in Comment/note box.

In-Person Appointments: Love Building 2<sup>nd</sup> Floor, MSE Administrative Suite, Rm. 292 and must be scheduled via [Advisor Link Website](#).

**Renita Washington**

## Email

Walk-In: Love Building. 2<sup>nd</sup> Floor, MSE Administrative Suite, Rm. 294

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## Scholarship Opportunity, Juniors & Seniors Only

The **ANAK Society of GT** is pleased to announce the George Wingfield Semmes Memorial Scholarship Competition. This competition comes with a prize of up to \$10,000.

Website: <http://anak.gtorg.gatech.edu/semmes.html>

Contact: [gtsemmes@gmail.com](mailto:gtsemmes@gmail.com)

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## Considering participating in a Global Internship/Research?



Check out the [Expo Event](#) on October 24-26.

Please REGISTER your Internship if received outside of Georgia Tech

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## ***What is Career Buzz?***

It's a GT recruitment and management tool for students to access employment (Co-op, Internship & Placement). Visit: <http://career.gatech.edu/careerbuzz>  
Problems with CareerBuzz? [Click here.](#)

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## ***Interested in Internships?***

Interested in a Domestic Internship?

1. Go to CareerBuzz & apply to the Internship program
2. Once profile is created, you can view job positions and apply directly in CareerBuzz
3. Visit [Career Center](#) to learn more:

Questions can be answered via the [FAQ's](#)  
[GT DOPP Pinterest](#)



*Interested in Co-ops? If you interested in Co-op you'll need to [submit an application](#)*

Questions can be answered via the [FAQ's](#)  
[GT DOPP Pinterest](#)

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### ***Interested in UG Research?***

If you're interested in pursuing UG Research in MSE, here is the process:

1. Create/Update resume
2. Go onto the MSE website, to faculty pages and email them directly
3. Email resume to Tia Williams (tia.williams@mse.gatech.edu) stating your interest for Research and she will distribute your resume to the MSE faculty listserv
4. UG Research is not limited to MSE.
5. [UROP UG Research program](#)

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### **Education Abroad Fair**

October 4, 10:00 am - 2:00 pm

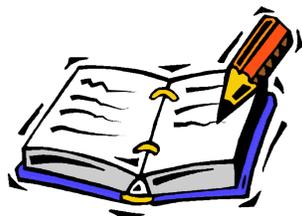
Exhibition Hall: Midtown Rooms

Learn more about nearly 130 international education possibilities offered at Tech. This event is a great way to speak with our entire team of advisors for Faculty-Led Programs, Exchange Programs, Global Internship & Research Programs, Scholarships, and more.

[Learn more.](#)



The event is hosted on the Gatherly virtual platform. Details will be sent to you closer to the event date.



### **Virtual Application Essay Writing Bootcamp**

Virtual Application Essay Writing Bootcamps provide students focused, extended time to work on drafts for application essays of any kind while also getting immediate feedback from advisors.

Monday, October 3 from 4:00 - 6:00 pm ET

[Register](#) by September 27 at 11:59 pm ET

The event is hosted on the Gatherly virtual platform. Details will be sent to you closer to the event date.

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### Company Information Sessions



### **Navigating the Job and Internship Search**

In-Person

October 03, 4:00 pm

Bill Moore Student Success Center - President Suite C & D

Learn how to develop a job search strategy that builds on Career Center staples (resume, cover letter, interviewing techniques, LinkedIn, and networking). Finding the right career opportunities takes time, this event will also cover time management and bouncing back from setbacks.



### **Writing a Cover Letter**

In-Person

October 04, 12:00 pm

Bill Moore Student Success Center – Clary Theatre

Cover letters are often required in job applications. This presentation will cover the structure of cover letters and how to craft a powerful message that will get you noticed.

### **Evaluating Job Offer and Negotiating Salary**

In-Person

October 06, 12:00 pm

Bill Moore Student Success Center – Clary Theatre

This workshop will help you learn how to negotiate for a higher salary and what you should consider when evaluating a job offer.

### **Resume 2.0 Building & Tailoring Your Resume**

Virtual

October 12, 4:00 pm

Go beyond the basics of resume writing to learn how you can tailor your document, communicate effectively through your bullets, and other pro tips.

[Zoom Link](#)

### **Networking 101: Mastering LinkedIn, In-person, and Online Networking**

In-Person

October 12, 12:00 pm

Bill Moore Student Success Center – Clary Theatre

Networking is the #1 way job seekers find positions, but how do you do it? Learn how to approach people, types of networking, and overall tips to get started.

### **Black Alumni Networking Night**

October 19, 5:00 pm

Alumni House

The GT Career Center in partnership with the Office of Minority Education and Development invites you to network with black identifying alumni who are interested in learning more about your unique skillsets! Your academic and experiential background is preparing you to join a workforce filled with bold thinkers who thrive in an array of technological and innovative environments. Come out to learn about the diverse career paths of recent alumni, employment opportunities, and where you believe, you can continue to lead and create an impact.

### **Employer Insight: Defining/Analyzing Benefits**

October 27, 12:00 pm

Virtual

Join Career Center staff as we host Corporate Partner US Bank who will share Analyzing /Defining benefits

[Zoom Link](#)

**Those graduating this fall and spring should make an effort to attend the Career Workshops.**



[COVID-19, Class & Coursework Logistics Website for Students](#)



### **Resources & Links**

[Academic Coaching](#)

[Campus Resources](#)

[Study Tips](#)

[Undergraduate Student Handbook](#)

[Stamps Health Center](#)

[Tutoring Services](#)

[Community Service Information](#)

[Library Resources](#)

[Counseling Services](#)

[LGBTQIA Study Abroad Info Session Webinar](#)

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## Support Corner

Resources are available if you or a peer is in need of support outside of academics.



The GT Counseling Center offers remote services until they can return to standard operating procedures.

After hours, contact the GT Police Department at 404.894.2500 and ask to speak with an on-call counselor.

The Office of the VP-Dean of Students offers a referral resource for concerns about a fellow student or if you need assistance yourself.

The Georgia Crisis & Access Line is staffed with professional social workers and counselors 24 hours a day, every day, to assist those with urgent and emergency needs. 1.800.715.4225



**DON'T FORGET  
TO BACKUP!**

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### Upcoming MSE Events



Facebook YouTube Website Twitter Instagram LinkedIn

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**Our mailing address is:**

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