

EE407 Laboratory Section Preference Guidelines

In order to submit your section preferences, take a print-out of your schedule from the “*Course Schedule*” section of the student information system.

(<https://student.metu.edu.tr/>) You should indicate your preferences on this form.

Please fill out this form according to the following points:

1. All students must fill out this form **individually**.
2. Provide your name, surname, ID number and e-mail address.
3. In case of any conflict, a phone call is the quickest way to solve it. If you wish, you may write your phone number.
4. The experiments take at most 3 hours.
5. Left Wednesday morning empty, as it is the exam time for 4th year classes.
6. If you have a specific exam time other than Thursday morning that requires a free interval, please include it in your schedule and indicate the reason.
7. We will be able to open only 4 sections. Although, we will do our best to place you in your 1st laboratory session choice, it won't be possible for many of you.
8. After filling the schedule, you have to prioritize **all** of your empty slots that are available for a full laboratory session. Your first choice should be marked with “1”, second one with “2” and so on.
9. If you have (a) lab partner(s) in mind, you may indicate them in laboratory timetable forms. Although we will try to place you into the same session if possible, there is no guarantee.
10. There will be **no** evening section starting after 17.30.
11. Unjustified non-empty slots may be regarded as free while arranging sections.
12. If none of the time slots are available for you, indicate this with a reasonable explanation.
13. You have to bring a **hard copy** of your form to C-206 until 19 October 2018, Friday, 17.30.