

Undergraduate advisors should refer students with the following advising issues to either (1) ECE Academic Program Coordinator, Ms. Joannette Catino (catino@iit.edu) in SH 103, or (2) the department listed:

- Probation
- Course substitution required for graduation
- Course permits – to obtain a permit for an ECE class, contact Ms. Joannette Catino (catino@iit.edu); for other departments' classes, see the list of departmental contacts here: <https://web.iit.edu/registrar/registration/department-permit-and-time-conflict-permit-approvers>
- Course prerequisite waiver – to request a prerequisite waiver for an ECE class, contact Ms. Joannette Catino (catino@iit.edu); for other departments, see the list of contacts here: <https://web.iit.edu/registrar/registration/department-permit-and-time-conflict-permit-approvers>
- Course overload – to register for more than 18 credit hours
- Late registration
- Late withdrawal
- Leave of absence
- Request for letters concerning academic standing
- Change of Major – to switch to BSCCSE, BSCPE, BSEE, or BSCPE/BSEE dual degree; for other majors, see Undergraduate Academic Affairs, IIT Tower 2C8-1, ugaa@iit.edu, 312-567-3300, <https://web.iit.edu/ugaa>
- Audit of transfer courses – course validation: Undergraduate Academic Affairs, IIT Tower 2C8-1, ugaa@iit.edu, 312-567-3300, <https://web.iit.edu/ugaa>
- Minor – to declare a minor: Undergraduate Academic Affairs, IIT Tower 2C8-1, ugaa@iit.edu, 312-567-3300, <https://web.iit.edu/ugaa>
- Co-op/Internship – for ECE Department signature on forms, see Ms. Joannette Catino (catino@iit.edu), SH 103; else visit Career Management Center (CMC), Galvin Library-UL, cmc@iit.edu, 567-6800
- ROTC – for forms requiring ECE Department signature, see Ms. Joannette Catino (catino@iit.edu), SH 103
- VISA issues for international students – International Center, MTCC Room 106, icenter@iit.edu, 312-567-3680, <https://web.iit.edu/international-center>
- Personal Issues – Student Affairs, MTCC Room 209, dos@iit.edu, 312-567-3081, <https://web.iit.edu/student-affairs>
- Financial Issues – Financial Aid Office, PH 206, finaid@iit.edu, 312-567-7219, <https://web.iit.edu/financial-aid/>
- Violation of academic rules, e.g., academic dishonesty – see Ms. Joannette Catino (catino@iit.edu) in SH 103; also notify student of Illinois Tech regulations: <https://web.iit.edu/student-affairs/handbook>