Business for Professional Engineers and Scientists (BPES):
Optional/elective module registration instructions

- Registration for optional/elective BPES modules takes place via the Departmental Student System (DSS).

- BPES options are only available for students who wish to gain academic credits. They are NOT available as non-credit options.

- BPES modules are only available to Imperial College students following certain programmes of study. Please check with your home department if you are unsure of your eligibility, as well as which of the modules are available to you. You are advised to check your Student Handbook for any programme-specific limitations that your department imposes (e.g. you may only be allowed to take one BPES option in your fourth year). You may apply for the maximum number of BPES modules allowed by your programme of study.

- Students who are planning to transfer to the Joint Honours year in Management degree programme, or the Intercalated BSc in Management, should NOT take a BPES module, as this will preclude you from joining either programme due to overlaps in content.

- It is highly recommended that you read through the indicative module outlines before registering. For module outlines please visit the BPES website.

- Places on all modules are limited and will be allocated on a strictly first come first serve basis. Should you change your mind about taking a BPES module, please withdraw before the deadline advertised by BPES Team (usually the end of the second week of teaching) to allow those who are waitlisted to take the module. Late withdrawals will normally not be permitted.

- You will only be able to access DSS to make changes to your module choices during the registration period.

- If you sign up for an online module, please note you cannot also take its face-to-face equivalent, i.e.

<table>
<thead>
<tr>
<th>Online module</th>
<th>Face to face equivalent</th>
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<tbody>
<tr>
<td>Entrepreneurship Online (Autumn)</td>
<td>Entrepreneurship (Autumn)</td>
</tr>
<tr>
<td>Corporate Finance Online (Spring)</td>
<td>Finance and Financial Management (Spring)</td>
</tr>
<tr>
<td>Managerial Economics Online (Autumn)</td>
<td>Business Economics (Autumn)</td>
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- You are responsible for checking DSS to see if you have been given a place on your chosen module. If the module you are applying for is full, you will be placed on a waiting list and will only be offered a place if one becomes available.

At the start of the term:

- Attendance will be monitored for the first two lectures and any students who fail to attend both lectures without a reasonable excuse, will be withdrawn from the module. This also applies to online modules as online participation will be recorded.

If you have any queries, please email bpes@imperial.ac.uk in the first instance. Please quote your CID number.