<u>IE 527 Professional Development Seminar</u>: This course is designed to enrich student coursework experience through a series of invited speaker lectures (MSFE Practitioner Series), other professional workshops, field trips and conversation courses aimed at bridging the gap between academic work and industry. Students are expected to meet standards of professional conduct during MSFE related activities as described below.

Dates and Times

Throughout the academic year, activity will often take place on Fridays or mid-week. These events will primarily occur during the afternoon hours (though some may be all day). Every effort will be made by the program to minimize conflicts with required courses. Notification of an activity will be sent to your Illinois email account in advance.

Location

The location will vary from on-campus to Chicago. Location will be announced in your email notification.

Attire and Conduct

All students are expected to conduct themselves in a PROFESSIONAL manner throughout their stay in the program and adhere to a minimum stet of standards regarding attire and conduct in professional development activities. The attire for professional development activities will be either <u>business professional or business casual</u>. If you are not certain what those terms mean, please ask the MSFE staff. Students are also expected to <u>arrive on time</u> for each activity, be <u>attentive</u> and be <u>present throughout the entire</u> presentations.

Examples of Professional Development Activities

MSFE Practitioner Speaker Series Field Trips to Chicago Conversation Courses Professional Workshops

Grading

This course will require students be in attendance for at least 70% of the Practitioner Speaker Series in addition to other sanctioned MSFE Events. To "be in attendance" means that you are present for the entire event. This course will be taken for 1 credit hour during the first and second semesters. A mandatory final paper is required at the end of each semester. The topic and due date will be announced at the beginning of the semester.

Grading will be done on a Satisfactory –Unsatisfactory basis ("S/U") so as not to affect your GPA. Students must pass this seminar each semester to receive the M.S. Financial Engineering Degree.

Failure to meet the requirements for this course will result in attending that number of equivalent seminars offered within the College of Engineering (mainly ISE) or within the

College of Business (mainly Finance), additional conversation courses with the Director or a written paper.

A final grade of S or U DOES APPEAR on official university transcripts under the course title

Attendance (%) Grade

70 to 100% Satisfactory
Less than 70% Unsatisfactory

Excused Absences

Legitimate excused absences are: conflicts with a student's class schedule or a scheduled job interview. In the case of a scheduled interview, you must submit a confirmation in the <u>form of an email or letter</u> to the MSFE Office before the Professional Development activity.