January 26, 2016

From: Chris Temple, Assistant Registrar
To: All Deans and Departments

Subject: First review of the 2016-2017 Undergraduate Bulletin of Information

The annually published Undergraduate Bulletin is scheduled for distribution on August 9, 2016 for the next academic year. This communication marks the first of two formal review opportunities prior to publication, and an overall production timeline can be found at http://www.registrar.nd.edu/BOI/BOI_dept.php.

Departments should send all Bulletin changes from last year’s edition to their dean’s office for approval by **Friday, February 26**. The deans are asked to forward these materials to the Office of the Registrar in 300 Grace Hall by **Friday, March 4**. Offices that do not fall within a particular college are invited to send their changes directly to the Registrar’s Office for implementation.

For reference purposes, an archive of recent Bulletins of Information can be found online at http://www.registrar.nd.edu/BOI/BOI.php. A more extensive historical record of University Bulletins can be found at http://archives.nd.edu/bulletin/.

Thank you in advance for your help with this annual revision process.

Respectfully,

Chris Temple