This calendar is assembled and published as a service by the Office of the Registrar. It is intended as a planning aid for academic offices. Please refer questions, corrections, and comments to the Office of the Registrar at 631-7043.

06/01/12  F  Revised 2012/2013 Undergraduate Bulletin materials due to the Office of the Registrar (round 2) - moved to June 14
New graduate student Fall registration begins and continues as they are admitted

Summer Session Week 1

06/18/12  M  Classes begin for regular 7 week Summer Session 2012

06/19/12  T  May 2012 Graduation official - no changes after this date
Spring 2012 (May graduates only) student data reported to the National Student Loan Clearinghouse

06/21/12  R  Deadline for all changes to be into the Office of the Registrar that affect the corporate data for Spring 2012 freeze
Final May graduation lists and academic history reports distributed to deans and departments

06/22/12  F  Last day to add regular 7 week Summer Session classes
**Summer Session Week 2**

06/24/12  Sun  Freeze Spring 2012 statistics (end of term)

06/25/12  M  Summer 2012 data reported to National Student Loan Clearinghouse

06/26/12  T  Send Summer 2012 “cannot have taken” registration audit to assistant deans for review

Last day to drop regular 7 week Summer Session classes via the web with full refund

Preliminary August degree candidates graduation lists sent to deans and departments for review, and academic history reports distributed to deans and departments

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**J U L Y**

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**Summer Session Week 3**

07/04/12  W  Independence Day Holiday, most offices are closed. Most classes are cancelled.

07/05/12  R  Preliminary August degree candidate graduation lists returned to the Office of the Registrar

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**Summer Session Week 4**

07/11/12  W  Last day for students to drop regular 7 week Summer Session classes

07/13/12  F  Revised August degree candidate lists distributed to deans and departments

Email to August degree candidates regarding August graduation processes and deadlines
**Summer Session Week 5**

07/16/12  M  All diploma name changes for August degree candidates due in Office of the Registrar

07/20/12  F  August 2011, January and May 2012 graduate’s NetID passwords disabled. Spring 2012 “no show” student’s NetID passwords disabled

**Summer Session Week 6**

07/27/12  F  Display First Year student schedules

**Summer Session Week 7**

07/30/12  M  On-line Summer Session final grading is available for faculty
Information on Summer Session grading distributed to Faculty
Dean’s List honor cutoff decisions due to Office of the Registrar

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<th>AUGUST</th>
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<td>week 2</td>
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08/02/12  R  Room Availability Report and Utilization Report (based upon rolled term) posted to web

08/03/12  F  Regular 7 week Summer Session last class day
Final Exam day for regular 7 week Summer Session
Summer 2012 data reported to National Student Loan Clearinghouse
Spring 2013 tentative upcoming schedule of classes (TUSC) distributed
to departments and posted on web
Spring 2013 eTUSC turned on for Round 1
08/06/12  M  Regular 7 week Summer Session grades must be submitted through insideND by 3:45 p.m.
Fall 2012 Departmental Exam room assignments posted to the web
August 2011, January and May 2011 graduates’ NetID accounts deleted.
Spring 2012 “no show” students’ NetID accounts deleted

08/07/12  T  Summer 2012 grades are available on insideND
Summer grades to deans/departments
Summer 2012 grades mailed to non-degree students home address

08/08/12  W  August Graduation Date - No Ceremony
Posting of August degree recipients (including honors) to the database
2012/2013 Undergraduate Bulletins distributed
2012/2013 Graduate School Bulletin available
Summer 2012 student data reported to National Student Loan Clearinghouse

08/09/12  R  August 2012 Degree Recipient student data reported to the National Student Loan Clearinghouse
Begin mailing diplomas to August 2012 graduates

08/12/12  Sun  Freeze Summer 2012 statistics (beginning of term)

08/13/12  M  Orientation for international students (through August 15)

08/15/12  W  Fall 2012 ND Roll Call available through August 28 - (http://insideND - then choose ND Roll Call)

08/16/12  R  Orientation and advising for undergraduate Readmitted and Transfer students, and for all International students (by colleges)
Registration begins for undergraduate Readmitted and Transfer students
Departments must supply all missing instructor names to the Registrar for instructor use with On-line Photo and other class related processes

08/17/12  F  Orientation and advising for new graduate students (by dept. and Graduate School)
2012/2013 Law School Bulletins distributed
Fall 2012 student data reported to National Student Loan Clearinghouse

08/18/12  to 08/19/12  Sun  Sat  Orientation and Advising for new freshmen (First Year of Studies)

Fall Semester Week 1
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>08/20/12</td>
<td>M</td>
<td>Registration begins for Employees and new non-degree studentsFall classes begin for Law School and Graduate Business SchoolFall classes begin at Saint Mary’s CollegeLate registration for St. Mary’s students</td>
</tr>
<tr>
<td>08/21/12</td>
<td>T</td>
<td>Fall classes begin at Notre DameFormal opening Mass of 2012/2013 school year - Joyce Center at 5:30 p.m. (academic procession assembles in North Dome Joyce Center)</td>
</tr>
<tr>
<td>08/23/12</td>
<td>R</td>
<td>Email to students informing them of last day for schedule changes (all except Law and Graduate Business)</td>
</tr>
<tr>
<td>08/24/12</td>
<td>F</td>
<td>Last day for Law students to add or drop coursesLast day to submit application to HR for employee/spouse tuition benefits for Fall 2012 classes</td>
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**Fall Semester Week 2**

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>08/27/12</td>
<td>M</td>
<td>Email to students with classes who have not completed ND Roll CallSt. Mary’s student without an ND class inactivated</td>
</tr>
<tr>
<td>08/28/12</td>
<td>T</td>
<td>Last day to add Fall classesLast day to use web registration (until midnight)Last day to complete ND Roll Call (until midnight)Last day to declare pass/fail option in deans’ officesLast day to declare part-time status in deans’ officesLast day to declare auditsROTC Student Activity codes updated for Fall 2012Tentative classroom events for Fall updated to “Scheduled” (based on availability)</td>
</tr>
<tr>
<td>08/29/12</td>
<td>W</td>
<td>Delete students from Class Lists who did not ND Roll Call for FallDelete and send letters to students denied ND Roll Call, as directed by Student AccountsAdd Grades Channel back to insideND for students (suppressed due to First Year of Studies schedule access)Send Fall 2012 “cannot have taken” registration audit to assistant deans for review</td>
</tr>
<tr>
<td>08/31/12</td>
<td>F</td>
<td>Official Leaves of Absence report distributed to appropriate officesEmail to students confirming Leaves of AbsenceOff-Campus program reports distributed to deans</td>
</tr>
</tbody>
</table>
Fall Semester Week 3

09/03/12 M Labor Day Holiday, most offices are closed, all classes are in session

09/05/12 W Preliminary January degree candidates graduation lists sent to deans and departments for review, and academic history reports distributed to deans
List of students not returning distributed to deans and departments

09/07/12 F Spring 2013 eTUSC Round 1 turned off; begin synchronization and export to Banner
August Graduation official - no changes after this date
Summer 2012 (only August graduates) student data reported to National Student Loan Clearinghouse

Fall Semester Week 4

09/10/12 M Final August graduation lists and academic history reports distributed to deans and departments

09/13/12 R Results of eTUSC Round 1 room scheduling distributed to departments
Room Availability Report and Utilization Report based upon eTUSC Round 1 posted to web
Spring 2013 large classroom availability audit (≥70)

09/14/12 F Fall 2012 student data reported to National Student Loan Clearinghouse
Revised Spring 2013 TUSC distributed and posted on the web
Spring 2013 eTUSC turned on for Round 2
Fall Semester Week 5

09/17/12  M  "X grade" report to deans for Spring 2012 and Summer Session 2012
09/20/12  R  Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Fall 2012 freeze
09/21/12  F  All data for incoming transfer credits must be complete for updating the corporate database.
            Last date to drop a St. Mary’s class

Fall Semester Week 6

09/23/12  Sun  Freeze Fall 2012 statistics (beginning of term)
09/24/12  M  Preliminary January degree candidates lists due in the Office of the Registrar

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<th>OCTOBER</th>
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<td>S M T W R F S</td>
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<td>week 7</td>
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<td>Break</td>
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<td>week 9</td>
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<td>week 10</td>
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Fall Semester Week 7

10/01/12  M  Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Spring and Summer 2012 terms
10/03/12  W  Revised January degree candidates posted for review to http://registrar.nd.edu
            Email January degree candidate graduation web page information to January degree candidates
            Revised January graduation lists distributed to deans and departments
10/05/12  F  Spring 2013 Instructor/Course Preference Forms link emailed to departments and faculty
Summer 2013 TUSC report distributed to departments

Fall Semester Week 8

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>10/08/12</td>
<td>M</td>
<td>Mid-term grading is available for faculty using insideND. Information on Mid-Term grading distributed to faculty.</td>
</tr>
<tr>
<td>10/10/12</td>
<td>W</td>
<td>Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Summer Session 2012 freeze.</td>
</tr>
</tbody>
</table>
| 10/12/12 | F   | Mid-term Grade and Deficiency Reports must be submitted through insideND by 3:45 p.m. Fall 2012 student data reported to National Student Loan Clearinghouse.  
|          |     | Spring 2013 eTUSC Round 2 turned off; final synchronization and export to Banner.                                                                     |
| 10/13/12 | Sat | Fall Break                                                                                                                                         |
|          |     |                                                                                                                                                |
| 10/21/12 | Sun | Freeze Summer 2012 statistics (end of term).                                                                                                     |
| 10/14/12 | Sun | Freeze Summer 2012 statistics (end of term).                                                                                                     |
| 10/15/12 | M   | Mid-term Grades available on insideND. Deadline for Instructor/Course Preference Forms for Spring 2013. Email to undergraduate Freshmen and deficient upperclass to check insideND for mid-term grades and deficiency report.  
|          |     | Summer School non-degree students’ and Summer 2012 “no show” students’ NetID passwords disabled.                                                     |
|          |     | Email Spring 2013 instructors to request Instructor Course Descriptions (ICD) for Class Search.                                                     |
| 10/16/12 | T   | Mid-term grades mailed to student’s home address.                                                                                                  |
|          |     | Mid-term grades and deficiencies to deans and departments.                                                                                         |
| 10/18/12 | R   | Schedule Spring 2013 classrooms; all new courses held until after completion of scheduling.                                                      |
| 10/25/12 | R   |                                                                                                                                                |

Fall Semester Week 9

10/22/12 | M   | Classes resume.                                                                                                                               |
|          |     | All undergraduate advisor changes must be completed in the corporate data.                                                                   |
Summer 2013 eTUSC reports turned on for Round 1

10/23/12  T  Spring 2013 data extracted for The Hours of Instruction schedule of classes and posted to the web

10/24/12  W  Mail PIN’s and PIN lists to departments for Spring 2013 Registration
Mail PIN lists to undergraduate deans for Spring 2013 Registration

10/25/12  R  Spring 2013 courses viewable in Class Search; room assignments unofficial
Access to insideND Student Services activated for students enrolling for Spring 2013 semester
Room Availability Report and Utilization Report posted to web

10/26/12  F  Last day for course discontinuance
Send Email message to students to check insideND to obtain their registration Time Tickets for Spring 2013 Registration
Spring 2013 The Hours of Instruction book (pdf) posted to the web at http://registrar.nd.edu/

Fall Semester Week 10

10/29/12  M  Kickoff Email re: advising period begins (permit and override entries)
Email information to students on Leaves of Absence who are returning for Spring 2013

Fall Semester Week 11

11/08/12  R  Summer 2012 non-degree students and “no show” students’ NetID accounts deleted
Spring 2013 classroom assignment information viewable in Class Search and Online Photo; room assignments official

11/09/12  F  Summer 2013 eTUSC turned off; begin synchronization and export to Banner

Fall Semester Week 12

11/12/12  M  Spring 2013 Registration begins for undergraduate seniors

11/14/12  W  Spring 2013 Registration begins for Graduate School, Law, and Master of Nonprofit Administration students
   Fall 2012 student data reported to National Student Loan Clearinghouse

11/15/12  R  Spring 2013 Registration begins for undergraduate juniors

11/16/12  F  Summer 2013 courses viewable on Summer Session web site http://summersession.nd.edu

Fall Semester Week 13

11/19/12  M  Spring 2013 Registration begins for undergraduate sophomores
   Fall 2012 Final Exam room assignments to departments and posted to the web at - http://registrar.nd.edu

11/21/12  W  Thanksgiving Holiday for students

Fall Semester Week 14

11/26/12  M  Classes resume
   Spring 2013 Registration begins for undergraduate First Year
   Spring 2013 Final & Departmental Exam schedules to deans for review; posted on web immediately after review

11/27/12  T  Course Instructor Feedback (CIF) begins -- through Dec. 9

11/28/12  W  Spring 2013 Registration begins for non-degree and select study abroad programs
Last day for undergraduate First Year to register
Adjustment Form process begins

11/29/12  R  Close web registration for Saint Mary’s Spring classes
Access to insideND Student Services activated for students enrolling for Summer 2013 semester

11/30/12  F  Summer 2013 courses viewable in Class Search

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<th>DECEMBER</th>
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<td>Exams</td>
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<td>Break</td>
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<td>Break</td>
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Fall Semester Week 15

12/03/12  M  Begin accepting Spring event classroom requests online at http://roomrequest.nd.edu

12/05/12  W  On-line Final grading is available for faculty using insideND Grading instructions and final grade submission reminder letter to faculty

12/06/12  R  Last class day for the Fall Semester

12/07/12  F  to
12/09/12  Sun  Reading days

12/10/12  M  Revised TUSC/Summer Bulletin report distributed to departments, no eTUSC in Round 2

12/10/12  M  to
12/14/12  F  Fall Final Exams
12/14/12  F  Fall 2012 student data reported to National Student Loan Clearinghouse

12/17/12  M  All Final grades must be submitted through insideND by 3:45 p.m.
All Spring registration PIN’s deleted

12/18/12  T  Graduating students with failing grade report distributed to deans
Grades mailed to students who have submitted the grade mailer request form
Probation/dismissal lists distributed to deans
Dismissal lists due to the Registrar by 2:00 p.m.
Dismissal letters and emails sent to students
Fall 2012 grades available on insideND
Posting of January 2013 degree recipients to the database

12/22/12  Sat  to  01/01/13  T
University Holiday for staff

12/22/12  Sat  to  01/01/13  T

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<th>JANUARY</th>
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<td>week 3</td>
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01/02/13  W  Final dismissal decisions due to the Office of the Registrar for Fall 2012
Spring 2013 Departmental Exam room assignments posted to the web

01/03/13  R  Spring 2013 student data reported to National Student Loan Clearinghouse

01/06/13  Sun  January Graduation date - no ceremony

01/07/13  M  January 2013 Degree Recipient student data reported to the National
Student Loan Clearinghouse

01/09/13  W  Spring 2013 ND Roll Call available through January 22
(http://inside.nd.edu)
Fall 2013 Tentative Upcoming Schedule of Classes (TUSC) distributed
And posted to the web
Average listings distributed to deans and departments
Grades/transcripts to deans and departments
Fall 2013 eTUSC turned on for Round 1

Spring Semester Week 1

01/14/13  M  New student orientation and advising (by college and dept.)
            New student registration begins
            Registration begins for employees and new non-degree students
            Spring classes begin for Law School and Graduate Business school
            Spring classes begin for Saint Mary’s College
            Late registration for St. Mary’s students

01/15/13  T  Spring classes begin for Notre Dame

01/18/13  F  Last day for Law students to add or drop courses
            Email to students informing them of last day for schedule changes
            (except Law and Graduate Business)
            Summer Session 2013 Instructor/Course Preference Forms link emailed
to departments and faculty - not available for Summer 2013. Please email
preferences to roomreg@nd.edu
            Last day for Saint Mary’s students to add ND classes
            Last day to submit application to HR for employee/spouse tuition benefit
            for Spring 2013 classes

Spring Semester Week 2

01/21/13  M  Email to students with classes who have not completed ND Roll Call
            St. Mary’s student without an ND class inactivated
            Email sent to department contacts requesting Commencement Weekend
            non-diploma ceremony events

01/22/13  T  Last day to add Spring classes
            Last day to use web registration (until midnight)
            Last day to complete ND Roll Call (until midnight)
            Last day to declare pass/fail option in deans’ offices
            Last day to declare part-time status in deans’ offices
            Last day to declare an audit
            All diploma name changes for January degree candidates due in the
            Office of the Registrar
            Tentative classroom events for Spring updated to “Scheduled” (based on
            availability)

01/23/13  W  Delete students from Class Lists who did not ND Roll Call for Spring
Delete and send letters to students denied enrollment, as directed by Student Accounts
Send Spring 2013 “cannot have taken” registration audit to assistant deans for review

01/25/13 F Official Leaves of Absence report distributed to appropriate offices
Email to students confirming Leaves of Absence
Off-campus program reports to deans
Revised TUSC/Summer Bulletin pages due in the deans’ offices

**Spring Semester Week 3**

01/28/13 M Deadline for Instructor/Course Preference form for Summer 2013 - *not available for Summer 2013. Please email preferences to roomreq@nd.edu*
Latin Honors determined

01/29/13 T ROTC Student Activity code updated for Spring 2013
Preliminary May degree candidates’ graduation lists sent to deans and departments for review, and academic history reports distributed to deans and departments
Preliminary 2013/2014 Undergraduate Bulletin to deans for corrections

01/30/13 W List of students not returning to deans and departments

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<tr>
<td>S M T W R F S</td>
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<td>week 7</td>
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02/01/13 F Spring 2013 student data reported to the National Student Loan Clearinghouse

**Spring Semester Week 4**

02/04/13 M
to Schedule Summer 2013 classrooms - moved to week of March 4
02/06/13 W

02/05/13 T January Graduation official - no changes after this date

02/06/13 W Fall 2012 (only January graduates) student data reported to National Student Loan Clearinghouse
Begin mailing diplomas to January 2013 graduates
Revised TUSC/Summer Bulletin report due in the Office of the Registrar

02/07/13 R Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Fall 2012 freeze
Final January graduation lists and academic history reports distributed to deans and departments

02/08/13 F Fall 2013 eTUSC Round 1 turned off; begin synchronization and export to Banner
Results of Round 1 Fall 2013 room scheduling to departments - deleted this year
Room Availability Report and Utilization Report posted to web
Commencement Weekend non-diploma ceremony event information due to the Office of the Registrar
Fall 2013 large classroom availability audit (≥70) - moved to February 15

Spring Semester Week 5

02/10/13 Sun Freeze Fall 2012 statistics (end of term)

02/11/13 M Summer 2013 faculty salary formula letter emailed to deans, departments, budget and program directors

02/12/13 T "I" and "X" grade report to deans for Fall 2012

02/14/13 R Fall 2013 revised TUSC report distributed and posted to the web
Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Spring 2013 freeze
Summer 2013 room assignment information available on Class Search; official - moved to April 1

02/15/13 F All data for incoming transfer credits must be complete for updating the corporate database
Last day to drop a St. Mary’s class

Spring Semester Week 6
02/17/13  Sun  Freeze Spring 2013 statistics (beginning of term)

02/18/13  M  Preliminary May degree candidate graduation lists due in the Office of the Registrar
Begin accepting Summer classroom events requests - moved to April 1 -
email to roomreg@nd.edu
Revised Fall 2013 TUSC distributed and posted to the web
Fall 2013 eTUSC turned on for Round 2

Spring Semester Week 7

02/25/13  M  Incomplete grades (X, I, F*) for undergraduates converted to “F” grades for the Fall 2012 term

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<td>Break</td>
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<td>week 11</td>
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03/01/13  F  Letters to deans requesting names of faculty who will serve during the Commencement Weekend as College Marshals

Spring Semester Week 8

03/04/13  M  Revised May graduation list distributed to deans and departments
Email current students information regarding Summer 2013 registration
Mid-term grading available for faculty using insideND
Information on Mid-term grading distributed to faculty
Preliminary Commencement Weekend diploma ceremony locations determined

03/05/13  T  Fall 2012 “No Show” students’ NetID passwords deleted
Spring 2013 student data reported to National Student Loan Clearing-house
Email graduation web page information to August 2012 graduates, January 2013 graduates, and May 2013 degree candidates. May degree candidates posted for review to: http://commencement.nd.edu

03/06/13 W Awards & Prizes data requests for May Commencement Program emailed to deans for distribution and processing.

03/08/13 F Mid-term Grade & Deficiency Reports must be submitted through insideND by 3:45 p.m.
2013/2014 Undergraduate Bulletin materials due to the Office of the Registrar (Round 1)
Fall 2013 Instructor/Course Preference forms link emailed to departments and faculty - Not offered for Fall 2013 (Preferences will be based on historical data only)

03/09/13 Sat to 03/17/13 Sun Spring Break

03/11/13 M Mid-term grades available on insideND
Email undergraduate Freshmen and deficient upperclass to check insideND for mid-term grades and deficiency report
Honor Society data requests for May Commencement Program emailed

03/12/13 T Mid-term grades mailed to student’s home address
Mid-term grades and deficiencies distributed to deans and departments

03/15/13 F All undergraduate advisor changes must be completed in the corporate data
Fall 2013 eTUSC turned off; final synchronization and export of Round 2 to Banner

Spring Semester Week 9

03/18/13 M Classes resume
Deadline for Instructor/Course Preference forms for Fall 2013 - not offered for Fall 2013
Email Fall 2013 instructors to request Instructor Course Descriptions for Class Search

03/20/13 W Summer 2013 registration begins (all appointment times begin at 7 a.m.)
Graduation Fair (Notre Dame Hammes Bookstore)
PIN sheets and PIN lists to departments for Fall 2013 Registration (excludes rising Sophomores)
PIN lists to undergraduate deans for Fall 2013 Registration (excludes rising Sophomores)

03/20/13  W  Schedule Fall 2013 classrooms; all new courses held until after completion of scheduling
03/27/13  W

03/21/13  R  All diploma name changes for May degree candidates due in the Office of the Registrar
            Last day for degree candidates to request University Commencement Ceremony tickets

03/22/13  F  Last day for course discontinuance
            Fall 2013 data extracted for The Hours of Instruction schedule of classes
            Send email message to students to check insideND to obtain their Registration Time Ticket for Fall 2013 Registration
            Updated Commencement Weekend diploma ceremony locations communicated to contacts, if changes were necessary

Spring Semester Week 10

03/25/13  M  Email information to students on Leaves of Absence who are returning for Fall 2013
            Kickoff Email to departments re: advising period begins (permit and override entries)

03/27/13  W  Fall 2013 courses viewable in Class Search
            Fall 2013 The Hours of Instruction book (pdf) posted to the web at http://registrar.nd.edu/
            Access to insideND Student Services activated for students enrolling for Fall 2013 semester
            Room Availability Report and Utilization Report posted to web

03/29/13  F  Easter Holiday for students and most offices (Good Friday)

Spring Semester Week 11

03/31/13  Sun  Easter Sunday
Easter Holiday for students (most offices are open)
Begin accepting Summer classroom events requests via emailing roomreq@nd.edu - moved from February 18

Honor Society lists due in the Office of the Registrar for May Commencement Program
Rising Sophomore PIN’s and PIN lists to First Year of Studies

Rising Sophomore PIN’s and PIN lists to departments for Fall 2013 Registration from First Year of Studies
Rising Sophomore PIN lists to undergraduate deans for Fall 2013 Registration from First Year of Studies

January graduates’ NetID accounts deleted. Fall 2012 “No Show” students’ NetID accounts deleted

Spring Semester Week 12

Awards & Prizes for publication in the May Commencement Program due in the Office of the Registrar

Fall 2013 classroom information viewable in Class Search and in Online Photo; room assignments official

Spring Semester Week 13

Fall 2013 Registration begins for undergraduate seniors

Fall 2013 Registration begins for Graduate, Law, and Master of Nonprofit Administration students
Spring 2013 Final Exam room assignments to departments and posted to the web
Spring 2013 student data reported to National Student Loan Clearinghouse

04/18/13  R  Fall 2013 Registration begins for undergraduate juniors

Spring Semester Week 14

04/22/13  M  Fall 2013 Registration begins for undergraduate sophomores
            Summer 2013 “low enrollment” preliminary report to department chairs

04/23/13  T  Course Instructor Feedback (CIF) begins -- through May 5

04/24/13  W  Fall 2013 Registration begins for non-degree and select study abroad programs
            Adjustment Form process begins

04/26/13  F  Close Saint Mary’s registration for Fall classes (reopen SMC 1st class day)

Spring Semester Week 15

04/29/13  M  Fall 2013 Departmental and Final Exam schedules to deans for review and posted on web
            “In Absentia” forms for May Commencement due in the Office of the Registrar
            Begin accepting Fall 2013 classroom event requests online at http://roomrequest.nd.edu

05/01/13  W  Last class day
            Final grading available for faculty using insideND
Grading instructions and final grade submission reminder letter to faculty

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>05/02/13</td>
<td>R</td>
<td>Reading days</td>
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<tr>
<td>05/05/13</td>
<td>Sun</td>
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<tr>
<td>05/06/13</td>
<td>M</td>
<td>Final Exams</td>
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<tr>
<td>05/10/13</td>
<td>F</td>
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<tr>
<td>05/07/13</td>
<td>T</td>
<td>Revised 2013/2014 Undergraduate Bulletin materials distributed to the deans (round 2)</td>
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<tr>
<td>05/08/13</td>
<td>W</td>
<td>Summer 2013 SPAF/ePAF forms due to the Summer Session Office and, subsequently, Graduate School in order to receive pay for early Summer Teaching Assistants and instructors May Commencement Program to printer</td>
</tr>
<tr>
<td>05/10/13</td>
<td>F</td>
<td>Spring 2013 student data reported to National Student Loan Clearinghouse</td>
</tr>
<tr>
<td>05/13/13</td>
<td>M</td>
<td>All Final grades must be submitted through insideND by 3:45 p.m. All Fall Registration PIN's deleted</td>
</tr>
<tr>
<td>05/14/13</td>
<td>T</td>
<td>Graduating students with failing grade report distributed to deans Probation/Dismissal lists distributed to deans Posting of May degree recipients (including honors) to the database</td>
</tr>
<tr>
<td>05/15/13</td>
<td>W</td>
<td>First Year of Studies list of authorized Balfour, Summer Bridge, or Faculty/staff non-degree children due to the Summer Session Office Walk-through Commencement Mass &amp; University Commencement Ceremony for Marshals</td>
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<tr>
<td>05/16/13</td>
<td>R</td>
<td>University Commencement Ceremony ticket distribution</td>
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<tr>
<td>05/17/13</td>
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<tr>
<td>05/18/13</td>
<td>Sat</td>
<td>Graduate School Ceremony</td>
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<td>Law School Ceremony</td>
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<td>Graduate Business Ceremony</td>
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<td>Commencement Mass 5:00 p.m. (Joyce Center Purcell Pavilion)</td>
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<tr>
<td>05/19/13</td>
<td>Sun</td>
<td>University Commencement Ceremony 9:00 a.m. (Stadium)</td>
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<td></td>
<td>Undergraduate Diploma Ceremonies (early afternoon – various locations)</td>
</tr>
<tr>
<td>05/20/13</td>
<td>M</td>
<td>Summer 2013 ND Roll Call available</td>
</tr>
</tbody>
</table>
Summer 2013 “low enrollment” follow-up report to department chairs
May 2013 Degree recipient student data to National Student Loan Clearinghouse

05/21/13 T Suppress the display of incoming First Year student schedules for schedule changes

05/22/13 W Grades to deans/departments
Average listings to deans/departments

05/27/13 M Memorial Day Holiday (most offices closed) - classes are in session

05/28/13 T Dismissal decisions due to the Office of the Registrar for Spring 2013

05/29/13 W Summer 2013 “low enrollment” final report to department chairs to determine classes to be cancelled

05/31/13 F Revised 2013/2014 Undergraduate Bulletin materials due to the Office of the Registrar (Round 2)
New graduate student Fall 2013 registration begins and continues as they are admitted

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<th>J U N E</th>
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<td>week 2 23 24 25 26 27 28 29</td>
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<td>week 3 30</td>
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</tbody>
</table>

Summer Session Week 1

06/17/13 M Classes begin for regular 7 week Summer Session 2013

06/18/13 T May 2013 Graduation official - no changes after this date
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/19/13</td>
<td>W</td>
<td>Spring 2013 (May graduates only) student data reported to the National Student Loan Clearinghouse</td>
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<tr>
<td>06/20/13</td>
<td>R</td>
<td>Deadline for all changes to be into the Office of the Registrar that affect the corporate data for Spring 2013 freeze Final May graduation lists and academic history reports distributed to deans and departments</td>
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<tr>
<td>06/21/13</td>
<td>F</td>
<td>Last day to add regular 7 week Summer Session classes Summer 2013 data reported to National Student Loan Clearinghouse</td>
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<td></td>
<td><strong>Summer Session Week 2</strong></td>
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<tr>
<td>06/23/13</td>
<td>Sun</td>
<td>Freeze Spring 2013 statistics (end of term)</td>
</tr>
<tr>
<td>06/25/13</td>
<td>T</td>
<td>Send Summer 2013 “cannot have taken” registration audit to assistant deans for review Last day to drop regular 7 week Summer Session classes via the web with full refund Preliminary August degree candidates graduation lists sent to deans and departments for review, and academic history reports distributed to deans and departments</td>
</tr>
</tbody>
</table>

The 2013/2014 Academic Services calendar will be completed before July 1, 2013.

**Office of the Registrar**  
300 Grace Hall