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.

### JUNE

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#### Summer Session Week 1

- **06/05/13** W: Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring 2013
- **06/17/13** M: Classes begin for regular 7 week Summer Session 2013 IrishLink listserv populated for summer
- **06/18/13** T: May 2013 Graduation official - no changes after this date
- **06/19/13** W: Spring 2013 (May graduates only) student data reported to the National Student Loan Clearinghouse
- **06/20/13** R: 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
- **06/21/13** F: Last day to add regular 7 week Summer Session classes Summer 2013 data reported to National Student Loan Clearinghouse
Summer Session Week 2

06/23/13  Sun  Freeze Spring 2013 statistics (end of term)

06/25/13  T  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

J U L Y

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Summer Session Week 3

07/01/13  M  Preliminary August degree candidate revisions due to deans from departments

07/04/13  R  Independence Day Holiday, most offices are closed. Most classes are cancelled.

07/05/13  F  Preliminary August degree candidate graduation lists returned to the Office of the Registrar

Summer Session Week 4

07/10/13  W  Last day for students to drop regular 7 week Summer Session classes

07/12/13  F  Revised August degree candidate lists distributed to deans and departments
Email to August degree candidates regarding August graduation processes and deadlines
Fall 2013 Departmental Exam room assignments posted to the web
**Summer Session Week 5**

07/15/13  M  All diploma name changes for August degree candidates due in Office of the Registrar

07/19/13  F  August 2012, January and May 2013 graduate’s NetID passwords disabled. Spring 2013 “no show” student’s NetID passwords disabled

**Summer Session Week 6**

07/22/13  M  Spring 2014 Utilization Report (based upon rolled term) posted to web
    Appeal process for Spring non-standard class times begins and runs through October 4
    Spring 2014 tentative upcoming schedule of classes (TUSC) distributed to departments and posted on web
    Spring 2014 eTUSC turned on for Round 1

**Summer Session Week 7**

07/29/13  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

07/31/13  W  Display First Year student schedules
    Add Grades Channel back to insideND for students (suppressed due to First Year of Studies schedule access)

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<th>AUGUST</th>
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</table>
| 29    | 30 | 31 | 08/02/13  F  Regular 7 week Summer Session last class day
Final Exam day for regular 7 week Summer Session

08/05/13 M Regular 7 week Summer Session grades must be submitted through insideND by 3:45 p.m. August 2012, January and May 2012 graduates’ NetID accounts deleted Spring 2013 “no show” students’ NetID accounts deleted Spring 2014 eTUSC Round 1 turned off; begin synchronization and export to Banner

08/06/13 T Summer 2013 grades are available on insideND Summer grades to deans/departments Summer 2013 grades mailed to non-degree students home address IrishLink listserv populated for Fall 2013

08/07/13 W August Graduation Date - No Ceremony Posting of August degree recipients (including honors) to the database 2013/2014 Undergraduate Bulletins distributed Summer 2013 student data reported to National Student Loan Clearinghouse

08/08/13 R August 2013 Degree Recipient student data reported to the National Student Loan Clearinghouse Begin mailing diplomas to August 2013 graduates

08/11/13 Sun Freeze Summer 2013 statistics (beginning of term)

08/20/13 T Orientation for international students (through August 21)

08/21/13 W Fall 2013 ND Roll Call available through September 3 - (http://insideND - then choose ND Roll Call) Revised Spring 2014 TUSC distributed and posted to the web Spring 2014 eTUSC turned on for Round 2

08/22/13 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

08/23/13 F Orientation and advising for new graduate students (by dept. and Graduate School) Fall 2013 student data reported to National Student Loan Clearinghouse

08/24/13 to 08/25/13 Sat to Sun Orientation and advising for new freshmen (First Year of Studies)
**Fall Semester Week 1**

08/26/13  M  Registration begins for Employees and new non-degree students  
          Fall classes begin for Law School, Graduate Business School, and Semester On-line (2U)  
          Fall classes begin at Saint Mary’s College  
          Late registration of Saint Mary’s students for ND classes  
          Late registration for Notre Dame students into Saint Mary’s classes  
          IrishLink listserv refreshed

08/27/13  T  Fall classes begin at Notre Dame  
          Formal opening Mass of 2013/2014 school year - Joyce Center at 5:30 p.m. (academic procession assembles in North Dome Joyce Center)  
          General purpose rooms available at scheduling.nd.edu for events through December 15

08/29/13  R  Email to students informing them of last day for schedule changes (Law and Graduate Business notified by their college/school)

08/30/13  F  Last day for Law students to add or drop courses  
          Last day to submit application to HR for employee/spouse tuition benefits for Fall 2013 classes  
          Saint Mary’s student without an ND class inactivated

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**Fall Semester Week 2**

09/02/13  M  Labor Day Holiday, most offices are closed, all classes are in session

09/03/13  T  Last day to add Fall 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 audits
ROTC Student Activity codes updated for Fall 2013
Email to students with classes who have not completed ND Roll Call
IrishLink listserv refreshed

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Action Description</th>
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<tbody>
<tr>
<td>09/04/13</td>
<td>W</td>
<td>Delete students from Class Lists who did not ND Roll Call for Fall Delete and send letters to students denied ND Roll Call, as directed by Student Accounts</td>
</tr>
<tr>
<td>09/06/13</td>
<td>F</td>
<td>Official Leaves of Absence report distributed to appropriate offices Email to students confirming Leaves of Absence Off-Campus program reports distributed to deans</td>
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**Fall Semester Week 3**

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<tr>
<th>Date</th>
<th>Day</th>
<th>Action Description</th>
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<tbody>
<tr>
<td>09/09/13</td>
<td>M</td>
<td>Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Summer Session 2013</td>
</tr>
<tr>
<td>09/10/13</td>
<td>T</td>
<td>Preliminary January degree candidates’ graduation lists sent to deans and departments for review, and academic history reports distributed to deans</td>
</tr>
<tr>
<td>09/11/13</td>
<td>W</td>
<td>List of students not returning distributed to deans and departments</td>
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<tr>
<td>09/13/13</td>
<td>F</td>
<td>Spring 2014 eTUSC Round 2 turned off; begin synchronization and export to Banner August Graduation official - no changes after this date Summer 2013 (only August graduates) student data reported to National Student Loan Clearinghouse Fall 2013 student data reported to National Student Loan Clearinghouse</td>
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**Fall Semester Week 4**

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<tr>
<th>Date</th>
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<th>Action Description</th>
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<tbody>
<tr>
<td>09/16/13</td>
<td>M</td>
<td>Final August graduation lists and academic history reports distributed to deans and departments</td>
</tr>
<tr>
<td>09/18/13</td>
<td>W</td>
<td>Spring 2014 Preference report re: course preference, departmental space, and final exam room information posted to the web</td>
</tr>
<tr>
<td>09/19/13</td>
<td>R</td>
<td>Spring 2014 Room Availability Report and Utilization Report based upon</td>
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eTUSC Round 2 posted to web

09/20/13  F  Revised Spring 2014 TUSC distributed and posted on the web
            Spring 2014 eTUSC turned on for Round 3

**Fall Semester Week 5**

09/23/13  M  "X grade" report to deans for Spring 2013 and Summer Session 2013
            Preliminary January degree candidate lists due to deans from departments

09/26/13  R  Deadline for all changes to be in the Office of the Registrar that affect
            the corporate data for Fall 2013 freeze

09/27/13  F  All data for incoming transfer credits must be complete for updating the
            corporate database.
            Last date to drop a Saint Mary’s class

**Fall Semester Week 6**

09/29/13  Sun  Freeze Fall 2013 statistics (beginning of term)

09/30/13  M  Preliminary January degree candidates lists due in the Office of the Registrar

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<td>Break</td>
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<td>week 9</td>
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10/04/13  F  Last day to submit appeal of non-standard class times for Spring 2014

**Fall Semester Week 7**
Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Spring and Summer 2013 terms, with dean consultation

Revised January degree candidates posted for review to http://commencement.nd.edu/student-information
Email January degree candidate graduation web page information to January degree candidates
Revised January graduation lists distributed to deans and departments

Summer 2014 TUSC report distributed to departments and posted to web

Fall Semester Week 8

Mid-term grading is available for faculty using insideND
Information on mid-term grading distributed to faculty

Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Summer Session 2013 freeze

Mid-term Grade and Deficiency Reports must be submitted through insideND by 3:45 p.m.
Spring 2014 eTUSC Round 3 turned off; final synchronization and export to Banner

Fall Break

Freeze Summer 2013 statistics (end of term)

Mid-term Grades available on insideND
Email to undergraduate Freshmen and deficient upperclass to check InsideND for mid-term grades and deficiency report
Summer School non-degree students’ and Summer 2013 “no show” students’ NetID passwords disabled
Email Spring 2014 instructors to request Instructor Course Descriptions (ICD) for Class Search

Mid-term grades mailed to student’s home address
Mid-term grades and deficiencies to deans and departments

Fall 2013 student data reported to National Student Loan Clearinghouse
Revised Spring 2014 Preference Report re: course preference, departmental space, and final exam room information posted to the web
Spring 2014 Room Availability Report and Utilization Report based upon
eTUSC Round 3 posted to web

Fall Semester Week 9

10/28/13 M Classes resume
All undergraduate advisor changes must be completed in the corporate data
Summer 2014 eTUSC turned on

10/29/13 T Spring 2014 The Hours of Instruction book (pdf) posted to the web

10/29/13 T Schedule Spring 2014 classrooms; new course forms not processed until after completion of scheduling

10/31/13 R Mail PIN’s and PIN lists to departments and distribute to webfile space for Spring 2014 Registration
Mail PIN lists to undergraduate deans for Spring 2014 Registration

10/31/13 R Spring 2014 courses viewable in Class Search without room assignments
Access to insideND Student Services activated for students enrolling for Spring 2014 semester
Spring 2014 Room Availability Report and Utilization Report posted to web

11/01/13 F Last day for course discontinuance
Send Email message to students to check insideND to obtain their registration Time Tickets for Spring 2014 Registration

Fall Semester Week 10
Kickoff Email re: advising period begins (permit and override entries)
Email information to students on Leaves of Absence who are returning for Spring 2014

Fall 2013 Final Exam room assignments to departments and posted to the web at - http://registrar.nd.edu/students/exams.php

Fall Semester Week 11

General purpose rooms available at scheduling.nd.edu for events dated through January 12

Summer 2013 non-degree students and “no show” students’ NetID accounts deleted
Spring 2014 classroom assignment information viewable in Class Search and Online Photo; room assignments official

Fall Semester Week 12

Spring 2014 Registration begins for undergraduate seniors
Summer 2014 eTUSC turned off; begin synchronization and export to Banner

Spring 2014 Registration begins for undergraduate juniors

Spring 2014 Registration begins for Graduate School, Law, and Master of Nonprofit Administration students
Summer 2014 courses viewable on Summer Session web site http://summersession.nd.edu
Fall 2013 student data reported to National Student Loan Clearinghouse

Fall Semester Week 13

Spring 2014 Registration begins for undergraduate sophomores

No Semester On-line (2U) classes held

Thanksgiving Holiday for students
<table>
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<tr>
<th>Date</th>
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<tr>
<td><strong>Fall Semester Week 14</strong></td>
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<tr>
<td>12/02/13</td>
<td>M</td>
<td>Classes resume</td>
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<td><strong>Spring 2014 Registration begins for undergraduate First Year</strong></td>
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<td>Spring 2014 Final &amp; Departmental Exam schedules to deans for review; posted on web immediately after review</td>
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<td>12/03/13</td>
<td>T</td>
<td>Course Instructor Feedback (CIF) begins -- through Dec. 15</td>
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<tr>
<td>12/04/13</td>
<td>W</td>
<td><strong>Spring 2014 Registration begins for non-degree and select study abroad programs</strong></td>
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<td>Last day for undergraduate First Year to register</td>
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<td>Adjustment Form process begins</td>
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<td>12/05/13</td>
<td>R</td>
<td>Saint Mary’s closes registration for Saint Mary’s classes (re-open first class day at Saint Mary’s)</td>
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<tr>
<td>12/06/13</td>
<td>F</td>
<td>Summer 2014 courses viewable in Class Search</td>
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<td>Access to insideND Student Services activated for students enrolling for Summer 2014 semester</td>
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<td><strong>Fall Semester Week 15</strong></td>
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<tr>
<td>12/11/13</td>
<td>W</td>
<td>On-line Final grading is available for faculty using insideND</td>
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<td>Grading instructions and final grade submission reminder letter to faculty</td>
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<tr>
<td>12/12/13</td>
<td>R</td>
<td>Last class day for the Fall Semester</td>
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<tr>
<td>12/13/13</td>
<td>F</td>
<td>Last class day for Semester On-line (2U)</td>
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</table>
12/13/13 to 12/15/13 F Reading days
12/16/13 to 12/20/13 M Fall Final Exams
12/20/13 F Spring 2014 Departmental Exam room assignments posted to the web
12/23/13 M All Final grades must be submitted through insideND by 3:45 p.m.
All Spring registration PIN’s deleted
Probation/dissmissal lists distributed to deans
12/24/13 T Graduating students with failing grade report distributed to deans
Grades mailed to students who have submitted the grade mailer request form
Dismissal lists due to the Registrar
Dismissal letters and emails sent to students
Fall 2013 grades available on insideND
Posting of January 2014 degree recipients to the database
12/23/13 to 01/01/14 M University Holiday for staff
01/02/14 R Fall 2013 student data reported to National Student Loan Clearinghouse
IrishLink listserv populated for Spring 2014
01/03/14 F Dismissal appeals due to the deans’ offices
Spring 2014 student data reported to National Student Loan Clearinghouse
01/05/14  Sun  January Graduation date - no ceremony

01/06/14  M  January 2014 Degree Recipient student data reported to the National Student Loan Clearinghouse

01/07/14  M  Spring 2014 student data reported to the National Student Loan Clearinghouse

01/08/14  W  Spring 2014 ND Roll Call available through January 21
(http://inside.nd.edu)
Average listings distributed to deans and departments
Grades/transcripts to deans and departments

01/10/14  F  Final dismissal decisions due to the Office of the Registrar for Fall 2013

Spring Semester Week 1

01/13/14  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, Graduate Business school, and Semester On-line (2U)
Spring classes begin at Saint Mary’s College
Late registration of Saint Mary’s students for ND classes
Late registration for Notre Dame students into Saint Mary’s classes
General purpose rooms available at scheduling.nd.edu for events through May 4

01/14/14  T  Spring classes begin at Notre Dame
Fall 2014 Tentative Upcoming Schedule of Classes (TUSC) distributed and posted to the web
Fall 2014 eTUSC turned on for Round 1
Fall 2014 Utilization Report (based upon rolled term) posted to the web

01/17/14  F  Last day for Law students to add or drop courses
Email to students informing them of last day for schedule changes (Law and Graduate Business notified by college/school)
Last day for Saint Mary’s students to add ND classes by web registration
Last day to submit application to HR for employee/spouse tuition benefit for Spring 2014 classes
IrishLink listserv refreshed

Spring Semester Week 2
Email to students with classes who have not completed ND Roll Call
Saint Mary’s student without an ND class inactivated

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

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 2014 “cannot have taken” registration audit to assistant
deans for review
Incomplete grades (I, F*) for Graduate School students converted to “F”
grades for Fall 2013

IrishLink listserv refreshed
Revised Summer 2014 TUSC distributed and posted on the web with final
course changes emailed to sumsess.1@nd.edu between January 24 and
February 24

Official Leaves of Absence report distributed to appropriate offices
Email to students confirming Leaves of Absence
Off-campus program reports to deans

Spring Semester Week 3

Latin Honors determined
Email sent to department contacts requesting Commencement Weekend
non-diploma ceremony events

ROTC Student Activity code updated for Spring 2014
Preliminary May degree candidates’ graduation lists sent to deans and
departments for review, and academic history reports distributed to
deans and departments
Preliminary 2014/2015 Undergraduate Bulletin to deans for corrections

List of students not returning to deans and departments
Spring Semester Week 4

02/04/14  T  January Graduation official - no changes after this date
            Spring 2014 student data reported to the National Student Loan
            Clearinghouse

02/05/14  W  Fall 2013 (only January graduates) student data reported to National
            Student Loan Clearinghouse
            Begin mailing diplomas to January 2014 graduates
            Commencement Weekend non-diploma ceremony event information due
            to the Office of the Registrar

02/06/14  R  Deadline for all changes to be in the Office of the Registrar that affect the
            corporate data for Fall 2013 freeze
            Final January graduation lists and academic history reports distributed to
            deans and departments

02/07/14  F  Fall 2014 eTUSC Round 1 turned off; begin synchronization and export to
            Banner
            Preliminary May degree candidate lists due to deans from departments

Spring Semester Week 5

02/09/14  Sun  Freeze Fall 2013 statistics (end of term)

02/10/14  M  Summer 2014 faculty salary formula letter emailed to deans, departments,
            budget and program directors

02/11/14  T  "I" and “X” grade report to deans for Fall 2013
Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Spring 2014 freeze
Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Fall 2013 term, with dean consultation

All data for incoming transfer credits must be complete for updating the corporate database
Last day to drop a Saint Mary’s class
Fall 2014 Room Availability Report and Utilization Report posted to web
Fall 2014 Preference Report re: course preferences, departmental space, and final exam information posted to the web

Spring Semester Week 6

Freeze Spring 2014 statistics (beginning of term)

Preliminary May degree candidate graduation lists due in the Office of the Registrar
Revised Fall 2014 TUSC distributed and posted to the web
Fall 2014 eTUSC turned on for Round 2

Fall 2013 “No Show” students’ NetID passwords disabled
Spring 2014 student data reported to the National Student Loan Clearinghouse

Spring Semester Week 7

Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Fall 2013 term, with dean consultation (move to 02/13/14)
Preliminary Commencement Weekend diploma ceremony locations determined

Summer 2014 revised TUSC distributed and posted to the web

Letters to deans requesting names of faculty who will serve during the Commencement Weekend as college Marshals
Mid-term grading available for faculty using insideND
Information on mid-term grading distributed to faculty
Spring Semester Week 8

03/03/14  M  Revised May graduation list distributed to deans and departments
           Email current students information regarding Summer 2014 registration

03/04/14  T  Fall 2013 “No Show” students’ NetID passwords deleted
           Email graduation web page information to August 2013 graduates,
           January 2014 graduates, and May 2014 degree candidates
           May degree candidates posted for review to:
           http://commencement.nd.edu
           Spring 2014 student data reported to National Student Loan Clearing-
           house

03/05/14  W  Awards & Prizes data requests for May Commencement Program emailed
           to deans for distribution and processing
           Summer 2014 The Hours of Instruction book (pdf) posted to the web

03/07/14  F  Mid-term Grade & Deficiency Reports must be submitted through
           insideND by 3:45 p.m.
           2014/2015 Undergraduate Bulletin materials due to the Office of the
           Registrar (Round 1)

03/08/14  Sat  Spring Break (including Semester On-line ‘2U’)
03/16/14  Sun

03/10/14  M  Mid-term grades available on insideND
           Email undergraduate Freshmen and deficient upperclass to check
           insideND for mid-term grades and deficiency report

03/11/14  T  Mid-term grades mailed to student’s home address
           Mid-term grades and deficiencies distributed to deans and departments
           e-TUSC turned on for Round 3 of Fall 2014 TUSC
03/14/14  F  All undergraduate advisor changes must be completed in the corporate data

Spring Semester Week 9

03/17/14  M  Classes resume
            Email Fall 2014 instructors to request Instructor Course Descriptions for Class Search
            Honor Society data requests for May Commencement Program emailed
            Fall 2014 eTUSC turned off; final synchronization and export of Round 3 to Banner

03/18/14  T  Spring 2014 student data reported to National Student Loan Clearinghouse

03/19/14  W  Summer 2014 registration begins (all appointment times begin at 5 a.m.)
            Graduation Fair (Notre Dame Hammes Bookstore)
            PIN sheets and PIN lists to departments for Fall 2014 Registration
            (excludes rising Sophomores)
            PIN lists to undergraduate deans for Fall 2014 Registration (excludes rising Sophomores)

03/20/14  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

03/20/14  to  R  Schedule Fall 2014 classrooms; all new courses held until after completion of scheduling
03/27/14  R

03/21/14  F  Last day for course discontinuance
            Send email message to students to check insideND to obtain their Registration Time Ticket for Fall 2014 Registration
            Fall 2014 Room Availability Report and Utilization Report posted to web
            Fall 2014 Preference Report re: course preferences, departmental space, and final exam information posted to the web
            Updated Commencement Weekend diploma ceremony locations communicated to contacts, if changes were necessary

Spring Semester Week 10
Email information to students on Leaves of Absence who are returning for Fall 2014
Kickoff Email to departments re: advising period begins (permit and override entries)

Fall 2014 courses viewable in Class Search
Access to insideND Student Services activated for students enrolling for Fall 2014 semester
Fall 2014 Room Availability Report and Utilization Report posted to web

Fall 2014 The Hours of Instruction book (pdf) posted to the web

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Spring Semester Week 11

Spring 2014 student data reported to National Student Loan Clearinghouse

Rising Sophomore PIN’s and PIN lists to First Year of Studies

Rising Sophomore PIN’s and PIN lists to departments for Fall 2014 registration (from First Year of Studies)
Rising Sophomore PIN lists to undergraduate deans for Fall 2014 registration (from First Year of Studies)

Fall 2013 “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 2014 classroom information viewable in Class Search and in Online
Photo; room assignments official

**Spring Semester Week 13**

04/14/14  M  Fall 2014 Registration begins for undergraduate seniors

04/15/15  T  Spring 2014 student data reported to National Student Loan Clearinghouse
Honor Society lists due in the Office of the Registrar for May Commencement Program

04/16/14  W  Fall 2014 Registration begins for undergraduate juniors
Spring 2014 Final Exam room assignments to departments and posted to the web

04/17/14  R  Fall 2014 Registration begins for Graduate, Law, and Master of Nonprofit Administration students

04/18/14  F  Easter Holiday for students and most offices (Good Friday)

**Spring Semester Week 14**

04/20/14  Sun  Easter Sunday

04/21/14  M  Easter Holiday for students (most offices are open)
General purpose rooms available at scheduling.nd.edu for events through August 25

04/22/14  T  Fall 2014 Registration begins for undergraduate sophomores
Summer 2014 “low enrollment” preliminary report to department chairs
Course Instructor Feedback (CIF) begins -- through May 4

04/24/14  R  Fall 2014 Registration begins for non-degree and select study abroad programs
Adjustment Form process begins

04/25/14  F  Saint Mary’s closes registration for Saint Mary’s classes (re-open first class day at Saint Mary’s)

**Spring Semester Week 15**

04/28/14  M  Fall 2014 Departmental and Final Exam schedules to deans for review and posted on web
04/29/14  T  Spring 2014 student data reported to National Student Loan Clearing-house

04/30/14  W  Last class day
Final grading available for faculty using insideND
Grading instructions and final grade submission reminder letter to faculty

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05/01/14  R  Reading days
05/02/14  F  Summer 2014 classroom assignments viewable in Class Search and Online Photo; room assignments official
Last class day for Semester On-line (2U)

05/05/14  M  Final Exams
05/06/14  T  Revised 2014/2015 Undergraduate Bulletin materials distributed to the deans (round 2)

05/07/14  W  Summer 2014 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

05/12/14  M  All Final grades must be submitted through insideND by 3:45 p.m.
All Fall Registration PIN’s deleted

05/13/14  T  Graduating students with failing grade report distributed to deans
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| 05/14/14   | W   | Probation/Dismissal lists distributed to deans
        |     | Dismissal lists due to the Registrar
        |     | Dismissal letters and emails sent to students
        |     | Posting of May degree recipients (including honors) to the database
        |     | Spring 2014 student data reported to National Student Loan Clearinghouse                                                                          |
| 05/15/14   | R   | 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 & University Commencement Ceremony for Marshals                                                                         |
| 05/16/14   | F   | University Commencement Ceremony ticket distribution                                                                                                |
| 05/17/14   | Sat | Graduate School Ceremony
        |     | Law School Ceremony
        |     | Graduate Business Ceremony
        |     | Commencement Mass 5:00 p.m. (Joyce Center Purcell Pavilion)                                                                                           |
| 05/18/14   | Sun | University Commencement Ceremony 9:00 a.m. (Stadium)
        |     | Undergraduate Diploma Ceremonies (early afternoon – various locations)                                                                               |
| 05/19/14   | M   | Summer 2014 ND Roll Call available
        |     | Summer 2014 “low enrollment” follow-up report to department chairs
        |     | May 2014 Degree recipient student data to National Student Loan Clearinghouse                                                                           |
| 05/20/14   | T   | Suppress the display of incoming First Year student schedules for schedule changes. Grades channel for First Year students suppressed                   |
| 05/21/14   | W   | Grades to deans/departments
        |     | Average listings to deans/departments                                                                                                                |
| 05/22/14   | R   | Dismissal appeals due to the deans’ offices                                                                                                          |
| 05/26/14   | M   | Memorial Day Holiday (most offices closed) - classes are in session                                                                               |
| 05/27/14   | T   | Spring 2014 student data reported to the National Student Loan Clearinghouse                                                                         |
| 05/28/14   | W   | Summer 2014 “low enrollment” final report to department chairs to determine classes to be cancelled                                                   |
| 05/29/14   | R   | Dismissal decisions due to the Office of the Registrar for Spring 2014                                                                             |
05/30/14  F  Revised 2014/2015 Undergraduate Bulletin materials due to the Office of the Registrar (Round 2)
New graduate student Fall 2014 registration begins and continues as they are admitted

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week 1  15  16  17  18  19  20  21
week 2  22  23  24  25  26  27  28
week 3  29  30

06/02/14  M  January graduates’ NetID accounts deleted

06/03/14  T  Summer 2014 student data reported to the National Student Loan Clearinghouse

Summer Session Week 1

06/11/14  W  Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring 2014

06/16/14  M  Classes begin for regular 6 week Summer Session 2014
Summer 2014 student data reported to the National Student Loan Clearinghouse

06/17/14  T  May 2014 Graduation official - no changes after this date
Summer 2014 student data reported to the National Student Loan Clearinghouse

06/18/14  W  Spring 2014 (May graduates only) student data reported to the National Student Loan Clearinghouse

06/19/14  R  Last day to add regular 6 week Summer Session classes
Deadline for all changes to be into the Office of the Registrar that affect the corporate data for Spring 2014 freeze
Final May graduation lists and academic history reports distributed to deans and departments

06/20/14  F  Summer 2014 data reported to National Student Loan Clearinghouse

*Summer Session Week 2*

06/22/14  Sun  Freeze Spring 2014 statistics (end of term)

06/23/14  M  Last day to drop regular 6 week Summer Session classes via the web with full refund

06/24/14  T  Send Summer 2014 “cannot have taken” registration audit to assistant deans for review
Preliminary August degree candidates graduation lists sent to deans and departments for review, and academic history reports distributed to deans and departments

The 2014/2015 Academic Services calendar will be completed before July 1, 2014.

*Office of the Registrar*

*300 Grace Hall*