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 or registrar.1@nd.edu.

Please note that this calendar is a work-in-progress, especially with the COVID-19 situation. We anticipate that changes will be made each week, based on incoming information.

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/02/20</td>
<td>T</td>
<td>Spring 2020 graduates reported to National Student Clearinghouse</td>
</tr>
<tr>
<td>06/10/20</td>
<td>W</td>
<td>Change Business intents for freshmen students to a major of “none”</td>
</tr>
<tr>
<td>06/15/20</td>
<td>M</td>
<td>Classes begin for regular 6 week Summer Session 2020</td>
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<tr>
<td></td>
<td></td>
<td>Summer 2020 enrollment file reported to the National Student Clearinghouse</td>
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<tr>
<td></td>
<td></td>
<td>May 2020 Graduation official - no changes after this date</td>
</tr>
</tbody>
</table>
06/18/20  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 2020 freeze

**Summer Session Week 2**

06/21/20  Sun  Freeze Spring 2020 statistics (end of term)

06/22/20  M  Last day to drop regular 6 week Summer Session classes via the web with full refund
Graduation Question turned off in ND Roll Call
Summer Session 1 grades due
Summer Session Science 1 grades due
Veterans Benefit Election eForm for enrollment certification opens for Fall 2020/2021 VA State Approving Agency catalog/bulletin requests sent out to colleges

06/23/20  T  Summer GradAdmin opens to deans and departments
Summer Session Science Incomplete grades due
Summer data reported to the National Student Clearinghouse

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**JULY**

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<thead>
<tr>
<th>S</th>
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<tbody>
<tr>
<td>week 3</td>
<td>1</td>
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<td>week 4</td>
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</table>

**Summer Session Week 3**

07/02/20  R  Registration begins for Transfer and Readmitted Students

07/03/20  F  Summer GradAdmin closes at midnight to departments; remains open to Deans
Preliminary Summer degree candidate revisions due to the deans from the departments in GradAdmin
Independence Day recognized - offices are closed

07/04/20  S  Independence Day - offices are closed, most classes are cancelled
**Summer Session Week 4**

07/06/20  M  Last day for students to drop regular 6 week Summer Session classes
Summer Session 2 grades due

07/07/20  T  Summer 2020 student data reported to the National Student Clearinghouse

07/10/20  F  Summer GradAdmin closes at midnight for deans
Registration for NDI Exchange students

**Summer Session Week 5**

07/12/20  Sun  Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring 2020

07/13/20  M  Revised Summer degree candidate lists distributed to deans and Departments
Revised Summer degree candidates posted for review to
[http://commencement.nd.edu/student-information/degree-candidate-list/](http://commencement.nd.edu/student-information/degree-candidate-list/)
Summer GradAdmin reopens for dean level revisions

07/15/20  W  [Scheduling.nd.edu](http://scheduling.nd.edu) will be available for fall classroom event scheduling

07/16/20  R  Summer Session final grading for all sessions is available
Summer 2019, January and May 2020 graduate’s NetID account deleted
Spring 2020 “no show” student’s NetID account deleted

07/17/20  F  Inactivate Summer 2020 graduates for the future term (GR code); Grad Admin unavailable

**Summer Session Week 6**

07/20/20  M  Pre-certification of enrollment begins for Graduate students using VA Benefits in Fall

07/21/20  T  Summer 2020 student data reported to the National Student Clearinghouse

07/24/20  F  Regular 6 week Summer Session last class day
Final Exam day for regular 6 week Summer Session
GradApp closes to Summer degree candidates
Summer GradAdmin closes at midnight
Summer degree candidate diploma name changes due to the Registrar

07/27/20  M  Regular 6 week Summer Session grades must be submitted through insideND by 3:45 p.m.

07/28/20  T  Summer grades are available on insideND
Summer grades to deans/departments

07/30/20  R  Latin Honors ran for Summer graduates

07/31/20  F  Posting of Summer degree recipients (including honors) to the Database
Provisional Fall Final Exam Information sent to faculty and departments

08/02/20  Sun  Summer Graduation Date - No Ceremony

08/03/20  M  Summer 2020 CourseLeaf archived
Begin mailing diplomas to Summer 2020 graduates
Summer 2020 Degree Recipients student data reported to the National Student Clearinghouse
Turn off Summer Session Discontinuance eForm
Orientation and advising for new graduate students (through August 4)

08/04/20  T  Fall 2020 ND Roll Call available through August 17 - (rolcall.nd.edu)
Graduation Application available for Fall; Graduation Question turned on in ND Roll Call

08/05/20  W  2020/2021 VA State Approving Agency Catalog/bulletin reminder sent out
Begin mailing Summer diplomas
Orientation for new international students (through August 10)

08/06/20  R  Orientation for undergraduate Transfer students and for all International students (by colleges)
Departments must supply all missing instructor names to the Registrar for instructor use with class related processes

08/07/20  F  Registration begins for Employees and new non-degree students
Late registration of Saint Mary’s students for ND classes begins
Late registration for Notre Dame students into Saint Mary’s classes

08/09/20  Sun  Freeze Summer 2020 statistics (beginning of term)
Advising and orientation for readmitted students

08/07/20  Fri to 08/10/20  M  Orientation and advising for new freshmen (First Year of Studies)

**Fall Semester Week 1**

08/10/20  M  Fall classes begin
Fall 2020 early registration file reported to the National Student Clearinghouse

08/13/20  R  Email to students informing them of last day for schedule changes (Law and Graduate Business notified by their college/school)

08/14/20  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 2020 classes

**Fall Semester Week 2**

08/17/20  M  Last day to add Fall classes
Turn off Part-Time Approval eForm for students at 8:00 a.m.
Last day to use web registration (until 11:59 p.m.)
Last day to complete ND Roll Call (until 11:59 p.m.)
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
Last day to initiate Seat Adjustment Allocation eForm for Fall 2020
Last day for Saint Mary’s College students to use web registration
ROTC Student Activity codes updated for Fall 2020
Email to students with classes who have not completed ND Roll Call

08/18/20  T  Inactivate students who did not complete ND Roll Call
Inactive students who are not approved for part-time status
Delete and send letters to students denied ND Roll Call, as directed by
Student Accounts
Final August graduation lists and academic history reports distributed
to deans and departments
Turn on Add/Drop eForms for students
Turn on Crosslist, Credit Hour, and Title Change eForms for students
Saint Mary’s students without an ND class NR coded

08/19/20  W  Email Fall 2020 class schedules to all students
Certification begins for all students using VA Benefits for Fall
2020/2021 Undergraduate Bulletins distributed

08/20/20  R  Official Leaves of Absence report distributed to appropriate offices
Email to students confirming Leaves of Absence
Off-Campus program reports distributed to deans
Delete classes from all inactivated students

08/21/20  F  Summer 2020 (only Summer graduates) student data reported to
National Student Clearinghouse
Fall 2020 enrollment file to National Student Clearinghouse

Fall Semester Week 3

08/26/20  W  List of students not returning distributed to deans and departments
Email to Fall 2020 instructors regarding class rosters and course
registration deadlines

08/27/20  R  Incomplete grades (I, F*) for Graduate School students converted to “F”
grades for Spring and Summer 2020
"X grade" report to deans for Spring 2020 and Summer Session 2020

08/28/20  F  2020/2021 VA State Approving Agency Catalog/bulletin requests due to
Registrar from the colleges

Fall Semester Week 4
08/31/20 M  Summer Graduation official - no changes after this date
January GradAdmin opens to deans and departments

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09/01/20 T  Fall 2020 student data reported to the National Student Clearinghouse

**Fall Semester Week 5**

09/07/20 M  Labor Day Holiday, most offices are closed, all classes are in session

09/10/20 R  Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Fall 2020 freeze
Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Spring and Summer 2020 terms, with dean consultation
Summer School non-degree students’ and Summer 2020 “no show” students’ NetID accounts deleted
Law and MCOB NetID accounts deleted

09/11/20 F  All data for incoming transfer credits must be complete for updating the corporate database
Last date to drop a Saint Mary’s class
January GradAdmin closes at midnight for departments; remains open for dean and graduate department level revisions

**Fall Semester Week 6**

09/13/20 Sun  Freeze Fall 2020 statistics (beginning of term)

09/14/20 M  Spring 2021 initial TUSC report posted
CourseLeaf Spring 2021 term moved from LOCKED to PLAN Phase
09/15/20  T  Fall 2020 student data reported to the National Student Clearinghouse

09/18/20  F  Mid-term grading is available for faculty using insideND
          Information on mid-term grading distributed to faculty
          Official Final Exam information sent to faculty and departments

Fall Semester Week 7

09/21/20  M  January GradAdmin closes at midnight for deans and Graduate department level users

Fall Semester Week 8

09/28/20  M  Mid-term grades must be submitted through insideND by 7:00 p.m. for the following:
          ● Mid-term grades submitted for all First Year students
          ● Mid-term deficiency grades submitted for upperclassmen
          ● Mid-term grade “no deficiency” confirmation from instructors

09/29/20  T  Mid-term grades viewable to students on insideND
          Mid-term grades and deficiencies to deans
          Fall 2020 student data reported to National Student Clearinghouse

09/30/20  W  January GradAdmin re-opens for dean and Graduate department level
          Revisions
          Spring 2021 CourseLeaf start Validation
          Each scheduling unit must VALIDATE the schedule and START WORKFLOW for the College Dean to approve.

09/30/20  W  College Deans will be approving each schedule and bridging
          the schedules to Banner - upon bridging, each scheduling unit will
          be moved into Refine Mode - Plan Phase

10/09/20  F  

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<td>week 12</td>
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</table>
### Fall Semester Week 9

**10/05/20**  
M  
Spring 2021 deadline for submission of proposals for new Core courses  
January GradAdmin closes at midnight for deans and Graduate department level users

**10/06/20**  
T  
Inactivate Fall 2020 graduates for the future term (GR code); Grad Admin unavailable

**10/07/20**  
W  
Last day to initiate Add/Drop eForms for students  
Last day to initiate Crosslist, Credit Hour, and Title Change eForms for Students

**10/08/20**  
R  
Executive Education – MB1 grades due ??

**10/09/20**  
F  
Last day for course discontinuance

**10/09/20**  
F to **10/16/20**  
F  
Scheduling Units will go into Refine Mode - Plan Phase as they are approved

### Fall Semester Week 10

**10/12/20**  
M  
Spring 2021 CourseLeaf scheduling unit dean approval deadline  
Spring 2021 CourseLeaf Refine Mode begins  
Spring 2021 TUSC Report nightly refresh begins

**10/12/20**  
M  
All undergraduate advisor changes must be completed in the corporate data  
Email Fall class schedules to all students

**10/13/20**  
T  
Fall 2020 student data reported to National Student Clearinghouse

**10/14/20**  
W  
Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Summer Session 2020 freeze

**10/14/20**  
W to **10/16/20**  
F  
Results of Spring 2021 large room audit (65+) distributed to deans and departments

### Fall Semester Week 11
10/18/20  Sun  Freeze Summer 2020 statistics (end of term)

10/20/20  T  January degree candidates posted for review to
http://commencement.nd.edu/student-information/degree-candidate-list/

10/23/20  F  Fall 2020 Final Exam room assignments to departments and posted to the
web at - http://registrar.nd.edu/students/exams.php
Refine Mode Plan Phase ends at 4:00 p.m.

**Fall Semester Week 12**

10/26/20  M  Communication to departments about Summer Session key contacts in lieu of
TUSC report
Turn on Final Exam Conflict eForm

10/26/20  M  to
11/09/20  M  Schedule Spring 2021 classrooms

10/27/20  T  Fall 2020 student data reported to National Student Clearinghouse

10/28/20  W  Mail PIN's and PIN lists to departments and distribute to webfile space
for Spring 2021 Registration
Mail PIN lists to undergraduate deans for Spring 2021 Registration

10/29/20  R  Turn on Request for X-Grade eForm

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**Fall Semester Week 13**

11/02/20  M  Summer 2021 CourseLeaf Refine Mode plan phase begins
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>11/03/20</td>
<td>T</td>
<td>Course Instructor Feedback (CIF) begins -- through Nov. 15 Executive Education – MBS grades due - ??</td>
</tr>
<tr>
<td>11/04/20</td>
<td>W</td>
<td>Mail PIN's and PIN lists to departments and distribute to webfile space for Spring 2021 Registration Mail PIN lists to undergraduate deans for Spring 2021 Registration</td>
</tr>
<tr>
<td>11/05/20</td>
<td>R</td>
<td>Access to insideND Student Services activated for students enrolling for Spring 2021 semester Spring 2021 CourseLeaf Refine Mode publish phase begins</td>
</tr>
<tr>
<td>11/06/20</td>
<td>F</td>
<td>Send Email message to students to check insideND to obtain their registration Time Tickets for Spring 2021 Registration All diploma name changes for January degree candidates due in the Office of the Registrar GradApp closes to January degree candidates</td>
</tr>
<tr>
<td>11/09/20</td>
<td>M</td>
<td>Registrar rooms available at <a href="http://scheduling.nd.edu">scheduling.nd.edu</a> for events date through January 11 Turn off Final Exam Conflict eForm Turn on Part-Time Approval eForm for students Spring 2021 courses viewable end of day; room assignments unofficial Scheduling Units can continue to make allowed changes and will see changes reflected immediately in Class Search</td>
</tr>
<tr>
<td>11/10/20</td>
<td>T</td>
<td>Fall 2020 student data reported to National Student Clearinghouse</td>
</tr>
<tr>
<td>11/11/20</td>
<td>W</td>
<td>On-line Final grading is available for faculty using insideND Grading instructions and final grade submission reminder letter to faculty</td>
</tr>
<tr>
<td>11/12/20</td>
<td>R</td>
<td>Last class day for the Fall Semester Summer 2021 deadline for submission of proposals for new Core courses</td>
</tr>
<tr>
<td>11/13/20</td>
<td>F</td>
<td>Last class day for Law School (exams Nov.16-21, 23)</td>
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<tr>
<td>11/13/20</td>
<td>F</td>
<td>Reading days (no examinations permitted)</td>
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<tr>
<td>11/15/20</td>
<td>Sun</td>
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</tbody>
</table>
11/16/20 M   Fall Final Exams (no review sessions permitted)
11/20/20 F
11/20/20 F   Spring 2021 classroom assignments official
11/23/20 M   Summer 2021 courses viewable on Summer Session web site
http://summersession.nd.edu
Veterans Benefit Election eForm for enrollment certification opens for Spring
Email information to students on Leaves of Absence who are returning for
Spring 2021
11/24/20 T   Fall 2020 student data reported to National Student Clearinghouse
11/26/20 R   Thanksgiving Holiday for staff
11/29/20 Sun
11/30/20 M   All Final grades must be submitted through insideND by 3:45 p.m.
Probation/dismissal lists distributed to deans
Executive Education – MBL and MB2 grades due
Turn off Request for X-Grade eForm

12/1/20 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 by 9:00 a.m.
Dismissal letters and emails sent to students
Fall 2020 grades viewable to students on insideND
Fall 2020 CourseLeaf archived
<table>
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<tbody>
<tr>
<td>12/02/20</td>
<td>W</td>
<td>Spring 2021 Registration begins for undergraduate seniors</td>
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<tr>
<td>12/03/20</td>
<td>R</td>
<td>Spring 2021 Registration begins for Graduate School, Law, and Master of Nonprofit Administration students</td>
</tr>
<tr>
<td>12/04/20</td>
<td>F</td>
<td>Spring 2021 Registration begins for undergraduate junians</td>
</tr>
<tr>
<td>12/07/20</td>
<td>M</td>
<td>Spring 2021 Registration begins for undergraduate sophomores</td>
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<tr>
<td>12/09/20</td>
<td>W</td>
<td>Spring 2021 Registration begins for undergraduate First Year</td>
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<tr>
<td>12/11/20</td>
<td>F</td>
<td>Spring 2021 Registration begins for non-degree students, select study abroad programs, and Saint Mary’s College students</td>
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<td>Spring 2021 Final &amp; Departmental Exam schedules to deans for review; posted on web immediately after review</td>
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<td>Turn on Seat Adjustment Allocation eForm for Spring 2021</td>
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<td>Last day for undergraduate First Year to register for Spring 2021 - ??</td>
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<tr>
<td>12/14/20</td>
<td>M</td>
<td>Access to insideND Student Services activated for students enrolling for Summer 2021 semester</td>
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<td>Pre-certification of enrollment begins for Graduate students using VA Benefits in Spring</td>
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<td>Summer 2021 courses available through insideND</td>
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<tr>
<td>12/15/20</td>
<td>T</td>
<td>Fall 2020 student data reported to National Student Clearinghouse</td>
</tr>
<tr>
<td>12/20/20</td>
<td>F</td>
<td>GradAdmin shut off for the fall term</td>
</tr>
<tr>
<td>12/21/20</td>
<td>M</td>
<td>All Spring registration PIN’s deleted</td>
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<tr>
<td>12/23/20</td>
<td>T</td>
<td>Posting of January 2021 degree recipients to the database</td>
</tr>
<tr>
<td>12/24/20</td>
<td>R</td>
<td>University Holiday for staff</td>
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<tr>
<td>01/02/21</td>
<td>Sun</td>
<td></td>
</tr>
<tr>
<td>12/30/20</td>
<td>W</td>
<td>Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Fall 2020</td>
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</tbody>
</table>
01/01/21  F  Provisional Spring Final Exam information and official Departmental Exam information sent to faculty and departments ??

01/03/21  Sun  January Graduation date - no ceremony
Dismissal appeals due to the deans’ offices

01/04/21  M  Fall 2021 CourseLeaf Design Mode plan phase begins
Fall 2021 Initial TUSC report
Registration begins for readmitted and transfer students
January 2021 Degree Recipient student data reported to the National Student Clearinghouse

01/06/21  W  Spring 2021 ND Roll Call available through January 21
Graduation Application available for Spring
GradApp opens to August 2020 graduates, January 2021 graduates, and May 2021 degree candidates; email to students

01/08/21  F  January 2021 Degree Recipient student data reported to the National Student Clearinghouse (2nd round)

Spring Semester Week 1

01/10/21  Sun  Final dismissal decisions due to the Office of the Registrar for Fall 2020

01/11/21  M  New student orientation and advising (by college and dept.)
Registration begins for employees and new non-degree students
Spring classes begin for Law School and Graduate Business
Spring classes begin at Saint Mary’s College
Late registration of Saint Mary’s students for ND classes
Academic histories distributed to deans and departments
Registrar rooms available at scheduling.nd.edu for events through May 2

01/12/21  T  Spring classes begin at Notre Dame
Spring 2021 student data early registration reported to National Student Clearinghouse

01/15/21  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 to submit application to HR for employee/spouse tuition benefit for Spring 2021 classes

**Spring Semester Week 2**

01/18/21  M  Email sent to department contacts requesting Commencement Weekend non-diploma ceremony events
Turn off Part-Time Approval eForm for students at 8:00 a.m.

01/19/21  T  Last day to add Spring classes
Last day to use web registration (until 11:59 p.m.)
Last day to complete ND Roll Call (until 11:59 p.m.)
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
Last day to initiate Seat Adjustment Allocation eForm for Spring
Last day for Saint Mary’s students to use web registration

01/20/21  W  Inactivate students who did not complete ND Roll Call
Inactivate students who are not approved for part-time status
Send letters to students denied enrollment, per Student Accounts
Turn on Add/Drop eForm for students
Turn on Cross list, Credit Hour, Title Change eForms for students
Email Spring class schedules to all students
Saint Mary’s student without an ND class NR coded

01/22/21  F  Official Leaves of Absence report distributed to appropriate offices
Email to students confirming Leaves of Absence
Off-campus program reports to deans
Delete classes from all inactivated students
Spring 2021 first of term file to National Student Clearinghouse

**Spring Semester Week 3**
01/25/21  M  Latin Honors determined
Latin Honors ran for January 2021 graduates
Certification begins for students using VA Benefits for Spring

01/26/21  T  ROTC Student Activity code updated for Spring 2021
Preliminary 2021/2022 Undergraduate Bulletin to deans for corrections
May GradAdmin opens to deans and departments
Turn on Participating Not Graduating (PN) eForm

01/27/21  W  List of students not returning to deans and departments
Email to Spring 2021 instructors regarding class rosters and course registration deadlines

01/28/21  R  “X” grade report to deans for Fall 2020

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Spring Semester Week 4

02/01/21  M  January Graduation official - no changes after this date

02/02/21  T  Begin mailing diplomas to January 2021 graduates
Spring 2021 student data reported to the National Student Clearinghouse

02/04/21  R  Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Fall 2020 freeze

02/05/21  F  May GradAdmin closes for departments; remains open for Dean and Graduate department level revisions
## Spring Semester Week 5

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/07/21</td>
<td>Sun</td>
<td>Freeze Fall 2020 statistics (end of term)</td>
</tr>
<tr>
<td>02/08/21</td>
<td>M</td>
<td>Summer 2021 faculty salary formula letter emailed to deans, departments, budget and program directors</td>
</tr>
<tr>
<td>02/10/21</td>
<td>W</td>
<td>Commencement Weekend non-diploma ceremony event information due to the Office of the Registrar</td>
</tr>
</tbody>
</table>
| 02/11/21   | R   | Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Spring 2021 freeze  
Incomplete grades (X, F*) for undergraduates converted to “F” grades for the Fall 2020 term, with dean consultation  
Fall 2020 “No Show” students’ NetID accounts deleted |
| 02/12/21   | F   | All data for incoming transfer credits must be complete for updating the corporate database  
Last day to drop a Saint Mary’s class |

## Spring Semester Week 6

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/14/21</td>
<td>Sun</td>
<td>Freeze Spring 2021 statistics (beginning of term)</td>
</tr>
<tr>
<td>02/16/21</td>
<td>T</td>
<td>Spring 2021 student data reported to the National Student Clearinghouse</td>
</tr>
<tr>
<td>02/17/21</td>
<td>W</td>
<td>Fall 2021 deadline for submission of proposals for new Core courses</td>
</tr>
</tbody>
</table>

## Spring Semester Week 7

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/24/20</td>
<td>M</td>
<td>May GradAdmin closes for Deans and Graduate department level users</td>
</tr>
</tbody>
</table>
| 02/26/21   | F   | 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  
May degree candidates posted for review to: //commencement.nd.edu  
May GradAdmin re-opens to Deans and Graduate level department users for revisions  
2021/2022 Undergraduate Bulletin materials due to the undergraduate deans (Round 1) from the departments |
Spring Semester Week 8

03/01/21  M  Email current students information regarding Summer 2021 registration
Fall 2021 CourseLeaf Schedule Validation deadline
Summer 2021 CourseLeaf Refine Mode room assignment phase

03/02/21  T  Summer 2021 CourseLeaf Refine Mode publish phase
Spring 2021 student data reported to the National Student Clearinghouse

03/05/21  F  2021/2022 Undergraduate Bulletin materials due to the Office of the
Registrar (Round 1)
Official Spring Final Exam information sent to faculty and departments

03/06/21  Sat to  Spring Break
03/14/21  Sun

03/08/21  M  Mid-term grades must be submitted through insideND by 3:45 p.m. for
the following:
● Mid-term grades submitted for all First Year students
● Mid-term deficiency grades submitted for upperclassmen
● Mid-term grade “no deficiency” confirmation from instructors
Fall 2021 CourseLeaf Scheduling Unit dean approval deadline
Fall 2021 CourseLeaf end of design mode

03/09/21  T  Mid-term grades viewable to students on insideND
Mid-term grades and deficiencies distributed to deans and departments
Inactivate Spring 2021 Graduates for the future term (GR code)

03/10/21  W  Mid-term grades mailed to student's home address
Results of Fall 2021 large room audit (65+) distributed to departments
03/12/21 F All undergraduate advisor changes must be completed in the corporate Data

Spring Semester Week 9

03/15/21 M Classes resume
Email Spring class schedules to all students

03/16/21 T Graduation Fair (Notre Dame Hammes Bookstore)

03/16/21 T to 03/25/21 R Fall 2021 CourseLeaf Refine Mode room assignment phase

03/17/21 W Summer 2021 registration begins (all appointment times begin at 6 a.m.)
Last day to initiate Add/Drop eForm for students
Last day to initiate Cross list, Credit Hour, Title Change eForms for students
Executive Education – MB1 grades due
Spring 2021 student data reported to the National Student Clearinghouse

03/18/21 R GradApp closed to students; ticket requests remain open

03/19/21 F Last day for course discontinuance
PIN sheets and PIN lists to departments for Fall 2021 Registration
(excludes rising Sophomores)
PIN lists to undergraduate deans for Fall 2021 Registration (excludes rising Sophomores)

Spring Semester Week 10

03/22/21 M Turn on Final Exam Conflict eForm

03/23/21 T Awards & Prizes submission for May Commencement Program available

03/25/21 R Fall 2021 courses viewable; room assignments unofficial
Fall 2021 semester activated
Fall 2021 CourseLeaf Refine Mode publish phase

Spring Semester Week 11

03/29/21 M Advising period begins (permit and override entries)
Honor Society data requests for May Commencement Program emailed

03/30/21  T  Spring 2021 student data reported to National Student Clearinghouse

A P R I L

S M T W R F S
week 11  1  2  3
week 12  4  5  6  7  8  9 10
week 13 11 12 13 14 15 16 17
week 14 18 19  20 21 22 23 24
week 15 25 26 27 28 29 30

04/01/21  R  Rising Sophomore PIN's and PIN lists to First Year of Studies
Rising Sophomore BA PIN’s and PIN list to Undergraduate Business
Email information to students on Leaves of Absence who are returning
for Fall 2021
Send email message to students to check insideND to obtain their
Registration Time Ticket for Fall 2021 Registration
Rising Sophomore PIN's and PIN lists to departments for Fall 2021
registration (from First Year of Studies)
Rising Sophomore PIN lists to undergraduate deans for Fall 2021
registration (from First Year of Studies)

04/02/21  F  Easter Holiday for students and most offices (Good Friday)

Spring Semester Week 12

04/04/21  Sun  Easter Sunday

04/05/21  M  Easter Holiday for students (most offices are open)

04/08/21  R  Fall 2021 classroom assignments official
Honor Society lists due in the Office of the Registrar for May Commence-
ment Program

Spring Semester Week 13

04/13/21  T  Awards & Prizes submission availability inactivated
Spring 2021 student data reported to National Student Clearinghouse
04/14/21  W  Fall 2021 Registration begins for undergraduate seniors
Spring 2021 Final Exam room assignments to departments and posted to the web
Turn on Request for X-Grade eForm
Turn on Part-Time Approval eForm for students

04/16/21  F  Fall 2021 Registration begins for Graduate and Master of Nonprofit Administration students

**Spring Semester Week 14**

04/19/21  M  Fall 2021 Registration begins for undergraduate juniors
Registrar rooms available at scheduling.nd.edu for events through August 17
Executive Education – MBS grades due
Veterans Benefit Election eForm for enrollment certification opens for Summer

04/20/21  T  Summer 2021 “low enrollment” preliminary report to department chairs
Course Instructor Feedback (CIF) begins -- through May 2

04/21/21  W  Fall 2021 Registration begins for undergraduate sophomores

04/23/21  F  Fall 2021 Registration begins for non-degree students, select study abroad programs, and Saint Mary’s College students
Turn on Seat Adjustment Allocation eForm

**Spring Semester Week 15**

04/26/21  M  Turn off Final Exam Conflict eForm

04/27/21  T  Spring 2021 student data reported to National Student Clearinghouse

04/28/21  W  Last class day
Final grading available for faculty using insideND
Grading instructions and final grade submission reminder letter to faculty

04/29/21  R  to  05/02/21  Sun  Reading days (no examinations permitted)
05/03/21  M  Final Exams (no review sessions permitted)
05/07/21  F
05/04/21  T  Revised 2021/2022 Undergraduate Bulletin materials distributed to the deans (round 2)
05/07/21  F  GradAdmin closes for Spring 2021
05/10/21  M  All Final grades must be submitted through insideND by 3:45 p.m.
Executive Education – MB2 grades due
All Fall Registration PIN’s deleted
Turn off Request for X-Grade eForm
Turn on Summer Session Discontinuance eForm
05/11/21  T  Graduating students with failing grade report distributed to deans
Probation/Dismissal lists distributed to deans
Dismissal lists due to the Registrar
Dismissal letters and emails sent to students
Latin Honors ran for May degree candidates
Spring 2021 student data reported to National Student Clearinghouse
05/12/21  W  First Year Advising 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
05/12/21  W  University Commencement Ceremony guest ticket distribution [Class of 2021]
05/15/21 Sat
Posting of May degree recipients (including honors) to the database
Spring 2021 final student data reported to National Student Clearinghouse

05/15/21 Sat
Graduate School Ceremony [Class of 2021]
Law School Ceremony [Class of 2021]
Graduate Business Ceremony [Class of 2021]
Commencement Mass 5:00 p.m. (Joyce Center Purcell Pavilion) [Class of 2021]

05/16/21 Sun
University Commencement Ceremony 9:30 a.m. (Stadium) [Class of 2021]
Undergraduate Diploma Ceremonies (2:00 p.m. – various locations) [Class of 2021]

05/17/21 M
Summer 2021 ND Roll Call available
GradApp available for Summer
Participating Not Graduating (PN) eForm turned off
Spring 2021 Courseleaf archived

05/18/21 T
May 2021 Degree recipient student data to National Student Clearinghouse
Summer 2021 “low enrollment” follow-up report to department chairs

05/19/21 W
Grades to deans/departments
Average listings to deans/departments
Certification begins for all students using VA Benefits in Summer

05/20/21 R
Dismissal appeals due to the deans’ offices
Summer 2021 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

05/21/21 F
Revised 2021/2022 Undergraduate Bulletin materials due to the undergraduate deans (Round 2) from the departments

05/24/21 M
Final grades are due for Law School

05/25/21 T
Summer 2021 “low enrollment” final report to department chairs to determine classes to be cancelled

05/27/21 R
Dismissal decisions due to the Office of the Registrar for Spring 2021

05/28/21 F
Revised 2021/2022 Undergraduate Bulletin materials due to the Office of the Registrar (Round 2)
05/28/21  F  to  05/29/21  Sat  Class of 2020 Commencement Ceremony guest ticket distribution [Class of 2020]

05/29/21  Sat  Graduate School Ceremony [Class of 2020]
Law School Ceremony [Class of 2020]
Graduate Business Ceremony [Class of 2020]
Commencement Mass 5:00 p.m. (Joyce Center Purcell Pavilion) [Class of 2020]

05/30/21  Sun  University Commencement Ceremony 9:30 a.m. (Stadium) [Class of 2020]
Undergraduate Diploma Ceremonies (2:00 p.m. – various locations) [Class of 2020]

05/31/21  M  Memorial Day Holiday (most offices closed) - classes are in session

06/01/21  T  New graduate student Fall 2021 registration begins and continues as they are admitted

06/04/21  F  Spring 2021 graduates reported to National Student Clearinghouse

06/09/21  W  Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring 2021
Change Business intents for freshmen students to a major of “none”

06/14/21  M  Classes begin for regular 6 week Summer Session 2021
Summer Session 1 grades due
Summer 2021 enrollment file reported to the National Student Clearinghouse

JUNE

S M T W R F S
1 2 3 4 5
6 7 8 9 10 11 12
week 1 13 14 15 16 17 18 19
week 2 20 21 22 23 24 25 26
week 3 27 28 29 30

Summer Session Week 1
May 2021 Graduation official - no changes after this date

06/17/21  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 2021 freeze

Summer Session Week 2

06/20/21  Sun  Freeze Spring 2021 statistics (end of term)

06/21/21  M  Last day to drop regular 6 week Summer Session classes via the web with full refund
Summer Session Science 1 grades due

06/22/21  T  Summer GradAdmin opens to deans and departments
Summer Session Science Incomplete grades due
Summer data reported to the National Student Clearinghouse

06/28/21  F  Dean’s List honor cut-off decision worksheet submitted to deans

The 2021/2022 Academic Services calendar will be completed by July 1, 2021.

Office of the Registrar
300 Grace Hall