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.

**June**

<table>
<thead>
<tr>
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- **06/02/20**  
  T  Spring 2020 graduates reported to National Student Clearinghouse

- **06/10/20**  
  W  Change Business intents for freshmen students to a major of “none”

**Summer Session Week 1**

- **06/15/20**  
  M  Classes begin for regular 6 week Summer Session 2020  
  Summer 2020 enrollment file reported to the National Student Clearinghouse  
  May 2020 Graduation official - no changes after this date
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

JULY

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<tr>
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<td>week 5</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

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>07/06/20</td>
<td>M</td>
<td>Last day for students to drop regular 6 week Summer Session classes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Session 2 grades due</td>
</tr>
<tr>
<td>07/07/20</td>
<td>T</td>
<td>Summer 2020 student data reported to the National Student Clearinghouse</td>
</tr>
<tr>
<td>07/10/20</td>
<td>F</td>
<td>Summer GradAdmin closes at midnight for deans</td>
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<td></td>
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<td>Registration for NDI Exchange students</td>
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</tbody>
</table>

### Summer Session Week 5

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>07/12/20</td>
<td>Sun</td>
<td>Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring 2020</td>
</tr>
<tr>
<td>07/13/20</td>
<td>M</td>
<td>Revised Summer degree candidate lists distributed to deans and Departments</td>
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<tr>
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<td></td>
<td>Revised Summer degree candidates posted for review to <a href="http://commencement.nd.edu/student-information/degree-candidate-list/">http://commencement.nd.edu/student-information/degree-candidate-list/</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer GradAdmin reopens for dean level revisions</td>
</tr>
<tr>
<td>07/15/20</td>
<td>W</td>
<td><a href="http://scheduling.nd.edu">Scheduling.nd.edu</a> will be available for fall classroom event scheduling</td>
</tr>
<tr>
<td>07/16/20</td>
<td>R</td>
<td>Summer Session final grading for all sessions is available</td>
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<tr>
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<td></td>
<td>Summer 2019, January and May 2020 graduate’s NetID account deleted</td>
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<td></td>
<td></td>
<td>Spring 2020 “no show” student’s NetID account deleted</td>
</tr>
<tr>
<td>07/17/20</td>
<td>F</td>
<td>Inactivate Summer 2020 graduates for the future term (GR code); Grad Admin unavailable</td>
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### Summer Session Week 6

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>07/20/20</td>
<td>M</td>
<td>Pre-certification of enrollment begins for Graduate students using VA Benefits in Fall</td>
</tr>
<tr>
<td>07/21/20</td>
<td>T</td>
<td>Summer 2020 student data reported to the National Student Clearinghouse</td>
</tr>
<tr>
<td>07/24/20</td>
<td>F</td>
<td>Regular 6 week Summer Session last class day</td>
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<td></td>
<td>Final Exam day for regular 6 week Summer Session</td>
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<td></td>
<td>GradApp closes to Summer degree candidates</td>
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<td></td>
<td></td>
<td>Summer GradAdmin closes at midnight</td>
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</tbody>
</table>
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

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<td>week 4</td>
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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
to colleges
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
<table>
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<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>08/18/20</td>
<td>T</td>
<td>Inactivate students who did not complete ND Roll Call&lt;br&gt;Inactive students who are not approved for part-time status&lt;br&gt;Delete and send letters to students denied ND Roll Call, as directed by Student Accounts&lt;br&gt;Final August graduation lists and academic history reports distributed to deans and departments&lt;br&gt;Turn on Add/Drop eForms for students&lt;br&gt;Turn on Crosslist, Credit Hour, and Title Change eForms for students&lt;br&gt;Saint Mary’s students without an ND class NR coded</td>
</tr>
<tr>
<td>08/19/20</td>
<td>W</td>
<td>Email Fall 2020 class schedules to all students&lt;br&gt;Certification begins for all students using VA Benefits for Fall</td>
</tr>
<tr>
<td>08/20/20</td>
<td>R</td>
<td>Official Leaves of Absence report distributed to appropriate offices&lt;br&gt;Email to students confirming Leaves of Absence&lt;br&gt;Off-Campus program reports distributed to deans&lt;br&gt;Delete classes from all inactivated students</td>
</tr>
<tr>
<td>08/21/20</td>
<td>F</td>
<td>Summer 2020 (only Summer graduates) student data reported to National Student Clearinghouse&lt;br&gt;Fall 2020 enrollment file to National Student Clearinghouse</td>
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**Fall Semester Week 3**

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<th>Event Description</th>
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<tbody>
<tr>
<td>08/26/20</td>
<td>W</td>
<td>List of students not returning distributed to deans and departments&lt;br&gt;Email to Fall 2020 instructors regarding class rosters and course registration deadlines</td>
</tr>
<tr>
<td>08/27/20</td>
<td>R</td>
<td>Incomplete grades (I, F*) for Graduate School students converted to “F” grades for Spring and Summer 2020&lt;br&gt;&quot;X grade&quot; report to deans for Spring 2020 and Summer Session 2020&lt;br&gt;2020/2021 Undergraduate Bulletins distributed</td>
</tr>
<tr>
<td>08/28/20</td>
<td>F</td>
<td>2020/2021 VA State Approving Agency Catalog/bulletin requests due to Registrar from the colleges</td>
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</tbody>
</table>

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

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

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
09/17/20  R  January GradAdmin closes at midnight for departments; remains open for dean and graduate department level revisions

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

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
January GradAdmin closes at midnight for deans and Graduate department level users

09/30/20  W  January GradAdmin re-opens for dean and Graduate department level Revisions
GradApp opens to January degree candidates and email sent
January degree candidates posted for review to http://commencement.nd.edu/student-information/degree-candidate-list/
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 to the schedules to Banner - upon bridging, each scheduling unit will be moved into Refine Mode - Plan Phase

10/09/20  F
10/01/20  R  Summer CourseLeaf Refine Mode Plan phase begins

10/02/20  F  Executive Education – MB1 grades due

**Fall Semester Week 9**

10/05/20  M  Spring 2021 deadline for submission of proposals for new Core courses
           Email Fall class schedules to all students

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

10/09/20  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
           All undergraduate advisor changes must be completed in the corporate data
           Turn on Final Exam Conflict eForm
Fall 2020 student data reported to National Student Clearinghouse

Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Summer Session 2020 freeze

Results of Spring 2021 large room audit (65+) distributed to deans and departments

Executive Education – MBS grades due

**Fall Semester Week 11**

Freeze Summer 2020 statistics (end of term)

Fall 2020 Final Exam room assignments to departments and posted to the web at [http://registrar.nd.edu/students/exams.php](http://registrar.nd.edu/students/exams.php)

Spring CourseLeaf Refine Mode Plan Phase ends at 4:00 p.m.

**Fall Semester Week 12**

Communication to departments about Summer Session key contacts in lieu of TUSC report

Schedule Spring 2021 classrooms

Fall 2020 student data reported to National Student Clearinghouse

Turn on Request for X-Grade eForm

**November**

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

**11/03/20**  
**T**  
Course Instructor Feedback (CIF) begins -- through Nov. 15

**11/06/20**  
**F**  
All diploma name changes for January degree candidates due in the Office of the Registrar  
GradApp closes to January degree candidates

### Fall Semester Week 14

**11/09/20**  
**M**  
Send Email message to students to check insideND to obtain their registration Time Tickets for Spring 2021 Registration  
Registrar rooms available at [scheduling.nd.edu](http://scheduling.nd.edu) for events date through January 11  
Turn off Final Exam Conflict eForm at 8:00 a.m.  
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  
Access to insideND Student Services activated for students enrolling for Spring 2021 semester  
Spring 2021 CourseLeaf Refine Mode publish phase begins

**11/10/20**  
**T**  
Fall 2020 student data reported to National Student Clearinghouse

**11/11/20**  
**W**  
On-line Final grading is available for faculty using insideND Grading instructions and final grade submission reminder letter to faculty

**11/12/20**  
**R**  
Last class day for the Fall Semester  
Summer 2021 deadline for submission of proposals for new Core courses

**11/13/20**  
**F**  
Last class day for Law School (exams Nov.16-21, 23)

**11/13/20**  
**F**  
Reading days (no examinations permitted)

**11/15/20**  
**Sun**

**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

11/25/20  W  Thanksgiving Holiday for staff

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

12/02/20  W  Spring 2021 Registration begins for undergraduate seniors
Turn on Part-Time Approval eForm for students
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<tr>
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<th>Event Description</th>
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<tbody>
<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 juniors</td>
</tr>
</tbody>
</table>
| 12/07/20   | M   | Spring 2021 Registration begins for undergraduate sophomores  
Law grades due                                                                 |
| 12/09/20   | W   | Spring 2021 Registration begins for undergraduate First Year                                                                                   |
| 12/10/20   | R   | Dismissal appeals due to the deans’ offices                                                                                                   |
| 12/11/20   | F   | Spring 2021 Registration begins for non-degree students, select study abroad programs, and Saint Mary’s College students  
Spring 2021 Final & Departmental Exam schedules to deans for review; posted on web immediately after review  
Turn on Seat Adjustment Allocation eForm for Spring 2021  
Last day for undergraduate First Year to register for Spring 2021 - ?? |
| 12/14/20   | M   | Access to insideND Student Services activated for students enrolling for Summer 2021 semester  
Pre-certification of enrollment begins for Graduate students using VA Benefits in Spring  
Summer 2021 courses available through insideND |
| 12/15/20   | T   | Fall 2020 student data reported to National Student Clearinghouse                                                                             |
| 12/17/20   | R   | Final dismissal decisions due to the Office of the Registrar for Fall 2020                                                                    |
| 12/18/20   | F   | Academic histories distributed to deans and departments                                                                                       |
| 12/20/20   | Sun | GradAdmin shut off for the fall term                                                                                                          |
| 12/21/20   | M   | All Spring registration PIN’s deleted                                                                                                          |
| 12/23/20   | T   | Posting of January 2021 degree recipients to the database                                                                                      |
| 12/21/20   | M   | University Holiday for staff                                                                                                                  |
| 01/05/21   | T   | University Holiday for staff                                                                                                                  |
| 12/30/20   | W   | Work for incomplete Fall 2020 grades (I, F*) for Graduate School students due to Graduate School                                               |
THE SPRING SEMESTER IS CURRENTLY UNDER REVIEW, EXCEPT FOR THE DATES IN RED. CHANGES WILL BE MADE.

01/03/21 Sun January Graduation date - no ceremony

01/04/21 M Winter Session begins https://wintersession.nd.edu/
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

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

01/25/21 M Latin Honors determined
Latin Honors ran for January 2021 graduates

01/27/21 W Winter Session ends
Spring 2021 ND Roll Call available through February 10
Graduation Application available for Spring; Graduation question turned on in ND Roll Call
Spring Semester Week 1

02/01/21  M  Winter Session grades due
January Graduation official - no changes after this date
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
Registrar rooms available at scheduling.nd.edu for events through May 2

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

02/03/21  W  Spring classes begin at Notre Dame
Spring 2021 student data early registration reported to 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  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
Email sent to department contacts requesting Commencement Weekend non-diploma ceremony events

Last day for Law students to add or drop courses

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
Turn off Part-Time Approval eForm for students at 8:00 a.m.
Last day for Saint Mary’s students to use web registration

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

Email to students confirming Leaves of Absence
Off-campus program reports to deans
ROTC Student Activity code updated for Spring 2021

Spring Semester Week 3

Certification begins for students using VA Benefits for Spring
Delete classes from all inactivated students
Spring 2021 first of term file to National Student Clearinghouse

Preliminary 2021/2022 Undergraduate Bulletin to deans for corrections
May GradAdmin opens to deans and departments
Turn on Participating Not Graduating (PN) eForm

“X” grade report to deans for Fall 2020

Spring Semester Week 4

List of students not returning to deans and departments
Email to Spring 2021 instructors regarding class rosters and course
registration deadlines

02/23/21 T Spring 2021 student data reported to the National Student Clearinghouse

02/26/21 F Provisional Spring Final Exam information and official Departmental Exam information sent to faculty and departments

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<th>W</th>
<th>R</th>
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<tbody>
<tr>
<td>week 5</td>
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<tr>
<td>week 6</td>
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<td>week 7</td>
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<td>15</td>
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<td>18</td>
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<td>week 8</td>
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<td>22</td>
<td>23</td>
<td>24</td>
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<td>26</td>
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<tr>
<td>week 9</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
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</tr>
</tbody>
</table>

Spring Semester Week 5

02/28/21 Sun Freeze Fall 2020 statistics (end of term)

03/01/21 M Summer 2021 faculty salary formula letter emailed to deans, departments, budget and program directors

03/02/21 T May GradAdmin closes for departments; remains open for Dean and Graduate department level revisions

03/03/21 W Commencement Weekend non-diploma ceremony event information due to the Office of the Registrar

03/04/21 R Deadline for all changes to be in the Office of the Registrar that affect the corporate data for Spring 2021 freeze

03/05/21 F All data for incoming transfer credits must be complete for updating the corporate database
Last day to drop a Saint Mary's class
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
Spring Semester Week 6

03/07/21  Sun  Freeze Spring 2021 statistics (beginning of term)

03/09/21  T  Spring 2021 student data reported to the National Student Clearinghouse

03/10/21  W  Fall 2021 deadline for submission of proposals for new Core courses

Spring Semester Week 7

03/15/21  M  May GradAdmin closes for Deans and Graduate department level
   Users
   Mid-term grading available for faculty using insideND
   Information on mid-term grading distributed to faculty

03/19/21  F  Letters to deans requesting names of faculty who will serve during the
   Commencement Weekend as college Marshals
   May degree candidates posted for review to: //commencement.nd.edu
   2021/2022 Undergraduate Bulletin materials due to the undergraduate
   deans (Round 1) from the departments
   GradApp reminder to August 2020 graduates, January 2021 graduates, and
   2021 May degree candidates.

Spring Semester Week 8

03/22/21  M  Email current students information regarding Summer 2021 registration
   Fall 2021 CourseLeaf Schedule Validation deadline
   Summer 2021 CourseLeaf Refine Mode room assignment phase

03/23/21  T  Summer 2021 CourseLeaf Refine Mode publish phase
   Spring 2021 student data reported to the National Student Clearinghouse
   May GradAdmin closes for Deans and Graduate department level
   Users

03/24/21  W  May GradAdmin re-opens to Deans and Graduate level department users
   for revisions

03/26/21  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

Spring Semester Week 9
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

Fall 2021 CourseLeaf Scheduling Unit dean approval deadline

Fall 2021 CourseLeaf end of design mode

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)

Graduation Fair (Notre Dame Hammes Bookstore) - TENTATIVE

Fall 2021 CourseLeaf Refine Mode room assignment phase

Results of Fall 2021 large room audit (65+) distributed to departments

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

Email Spring class schedules to all students

GradApp closed to students; ticket requests remain open

Good Friday; no classes

All undergraduate advisor changes must be completed in the corporate Data

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/04/21</td>
<td>Sun</td>
<td>Easter Sunday</td>
</tr>
<tr>
<td>04/05/21</td>
<td>M</td>
<td>Turn on Final Exam Conflict eForm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Awards &amp; Prizes submission for May Commencement Program available</td>
</tr>
<tr>
<td>04/06/21</td>
<td>T</td>
<td>Spring 2021 student data reported to the National Student Clearinghouse</td>
</tr>
<tr>
<td>04/07/21</td>
<td>W</td>
<td>Last day for course discontinuance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer 2021 registration begins (all appointment times begin at 6 a.m.)</td>
</tr>
<tr>
<td>04/08/21</td>
<td>R</td>
<td>Fall 2021 courses viewable; room assignments unofficial</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fall 2021 semester activated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fall 2021 CourseLeaf Refine Mode publish phase</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Honor Society data requests for May Commencement Program emailed</td>
</tr>
</tbody>
</table>

### Spring Semester Week 11

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/12/21</td>
<td>M</td>
<td>Advising period begins (permit and override entries)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Inactivate Spring 2021 Graduates for the future term (GR code)</td>
</tr>
<tr>
<td>04/15/21</td>
<td>R</td>
<td>Rising Sophomore PIN’s and PIN lists to First Year of Studies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rising Sophomore BA PIN’s and PIN list to Undergraduate Business</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email information to students on Leaves of Absence who are returning for Fall 2021</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Send email message to students to check insideND to obtain their Registration Time Ticket for Fall 2021 Registration</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rising Sophomore PIN’s and PIN lists to departments for Fall 2021 registration (from First Year of Studies)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rising Sophomore PIN lists to undergraduate deans for Fall 2021</td>
</tr>
</tbody>
</table>
registration (from First Year of Studies)

Spring Semester Week 12

04/20/21  T  Spring 2021 student data reported to National Student Clearinghouse
           Honor Society lists due in the Office of the Registrar for May Commencement
           Program

04/22/21  R  Fall 2021 classroom assignments official
           Awards & Prizes information due in the Office of the Registrar for May
           Commencement Program

Spring Semester Week 13

04/27/21  T  Turn on Request for X-Grade eForm

04/28/21  W  Fall 2021 Registration begins for undergraduate seniors
           Spring 2021 Final Exam room assignments to departments and posted to
           the web
           Turn on Part-Time Approval eForm for students

04/30/21  F  Fall 2021 Registration begins for Graduate and Master of Nonprofit
           Administration students

Spring Semester Week 14

05/03/21  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
Course Instructor Feedback (CIF) begins -- through May 11

05/04/21 T Summer 2021 “low enrollment” preliminary report to department chairs
Spring 2021 student data reported to National Student Clearinghouse

05/05/21 W Fall 2021 Registration begins for undergraduate sophomores

05/07/21 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

05/10/21 M Turn off Final Exam Conflict eForm

05/11/21 T Last class day
Final grading available for faculty using insideND
Grading instructions and final grade submission reminder letter to faculty
Revised 2021/2022 Undergraduate Bulletin materials distributed to the
deans (round 2)

05/12/21 to
05/13/21 W Reading days (no examinations permitted)

05/14/21 to
05/15/21 F Final Exams (no review sessions permitted)

05/16/21 Sun Reading day (no examinations permitted)

05/17/21 to
05/19/21 M Final Exams (no review sessions permitted)

05/19/21 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

05/20/21 R Spring 2021 final student data reported to National Student Clearinghouse
05/19/21  W  University Commencement Ceremony guest ticket distribution [Class of 2021]

05/22/21  Sat  Final grades due for graduating students by Noon
Graduating students with failing grade report distributed to deans
All Fall Registration PIN’s deleted
Turn on Summer Session Discontinuance eForm
Revised 2021/2022 Undergraduate Bulletin materials due to the
undergraduate deans (Round 2) from the departments
GradAdmin closes for Spring 2021

05/22/21  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]

05/23/21  Sun  University Commencement Ceremony 9:30 a.m. (Stadium)  [Class of 2021]
Undergraduate Diploma Ceremonies (2:00 p.m. – various locations)  [Class of 2021]

05/24/21  M  Summer 2021 ND Roll Call available
GradApp available for Summer
Participating Not Graduating (PN) eForm turned off
Spring 2021 Courseleaf archived

05/25/21  T  All remaining final grades submitted through insideND by 3:45 p.m.
Executive Education – MB2 grades due
Turn off Request for X-Grade eForm
Summer 2021 “low enrollment” final report to department chairs to
determine classes to be cancelled
May 2021 Degree recipient student data to National Student
Clearinghouse
Summer 2021 “low enrollment” follow-up report to department chairs

05/26/21  W  Probation/Dismissal lists distributed to deans
Dismissal lists due to the Registrar
Dismissal letters and emails sent to students
Grades to deans/departments
Average listings to deans/departments
Certification begins for all students using VA Benefits in Summer
Posting of May degree recipients (including honors) to the database
Latin Honors ran for May degree candidates
05/27/21  R  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

05/28/21  F  Revised 2021/2022 Undergraduate Bulletin materials due to the Office of the Registrar (Round 2)

05/28/21  F  to  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
            May 2021 Degree recipient student data to National Student Clearinghouse

06/02/21  W  Certification begins for all students using VA Benefits for Summer

06/03/21  R  Final grades are due for Law School
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>06/04/21</td>
<td>F</td>
<td>Dismissal appeals due to the deans’ offices</td>
</tr>
<tr>
<td>06/09/21</td>
<td>W</td>
<td>Change Business intents for freshmen students to a major of “none”</td>
</tr>
<tr>
<td>06/11/21</td>
<td>R</td>
<td>Dismissal decisions due to the Office of the Registrar for Spring 2021</td>
</tr>
</tbody>
</table>

**Summer Session Week 1**

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>06/14/21</td>
<td>M</td>
<td>Classes begin for regular 6 week Summer Session 2021</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Session 1 grades due</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer 2021 enrollment file reported to the National Student Clearinghouse</td>
</tr>
<tr>
<td></td>
<td></td>
<td>May 2021 Graduation official - no changes after this date</td>
</tr>
<tr>
<td>06/17/21</td>
<td>R</td>
<td>Last day to add regular 6 week Summer Session classes</td>
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<td>Deadline for all changes to be into the Office of the Registrar that affect the</td>
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<td>corporate data for Spring 2021 freeze</td>
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<td>Spring 2021 graduates reported to National Student Clearinghouse</td>
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</table>

**Summer Session Week 2**

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<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>06/20/21</td>
<td>Sun</td>
<td>Freeze Spring 2021 statistics (end of term)</td>
</tr>
<tr>
<td>06/21/21</td>
<td>M</td>
<td>Last day to drop regular 6 week Summer Session classes via the web with full refund</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Session Science 1 grades due</td>
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<tr>
<td>06/22/21</td>
<td>T</td>
<td>Summer GradAdmin opens to deans and departments</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Session Science Incomplete grades due</td>
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<tr>
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<td></td>
<td>Summer data reported to the National Student Clearinghouse</td>
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<tr>
<td></td>
<td></td>
<td>May 2021 Graduation official - no changes after this date</td>
</tr>
<tr>
<td>06/23/21</td>
<td>W</td>
<td>Work for incomplete Spring 2021 grades (I, F*) for Graduate School students due to</td>
</tr>
<tr>
<td>Graduate School</td>
<td></td>
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</tr>
<tr>
<td>06/28/21</td>
<td>F</td>
<td>Dean’s List honor cut-off decision worksheet submitted to deans</td>
</tr>
</tbody>
</table>
The 2021/2022 Academic Services calendar will be completed by July 1, 2021.

Office of the Registrar
300 Grace Hall