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Parent Orientation Directory



2011-2012



Notre Dame, Our Mother (Alma Mater)

Notre Dame, our Mother
Tender, strong, and true
Proudly in thy heavens,
Gleams thy gold and blue.
Glory's mantle cloaks thee
Golden is thy fame
And our hearts forever,
Praise thee Notre Dame,
And our hearts forever,
Love thee Notre Dame

-Joseph Casasanta and Rev. Charles O'Donnell, CSC

Parents Program

Barbara Kelly, Assistant Director

bkelly13@nd.edu

The Parents Program exists to engage all our past and current parents in the life of the University. Your students are our greatest treasure. We are grateful to you for supporting their decision to attend the University of Notre Dame, and we share your pride in their success. Ways you can stay in touch with the University of Notre Dame include:

Time - The gift of your time through prayer or volunteerism is greatly appreciated.

Prayer – Pray for our students and their families. Go to www.pray.nd.edu for special requests.

Ministers of Hospitality - Volunteer for next year's Freshman Orientation Parents Welcome.

ND Club - Contact your local ND Club to help organize our first annual Mothers of Notre Dame Mass in May, and Fathers of Notre Dame Mass in June. There are 270 Notre Dame clubs around the country.

Talent - Share your ideas for the Parents Program.

Treasure - Support the University's Annual Giving Program www.supporting.nd.edu

- The Sorin Society - unrestricted dollars are used for the students' academic and residence life, for scholarships, for supporting the Catholic identity of the University (Campus Ministry, the Basilica, the grotto).
- The Rockne Heritage Foundation - athletics
- Coach Kelly's Challenge –gift by Sept 3 to Notre Dame

Parent Page on the website – This page and important links will be revised so you can become more informed on a regular basis about the University of Notre Dame. Completion is a few months away.

The University of Notre Dame

Main switchboard: 574-631-5000

Website: <http://www.nd.edu>

First Year of Studies

The First Year of Studies serves as the college for all incoming students, regardless of their intended program, providing full-time professional advisors to support the students as they complete the First Year Curriculum and move successfully to a college program.



First Year of Studies provides parent information online
<http://fys.nd.edu/about/what-parents-need-to-know/>.

Office Location: 219 Coleman-Morse Center

Telephone: 574-631-7421

E-mail: fys@nd.edu

Website: <http://fys.nd.edu/>

Student Affairs

The Office of Student Affairs exists to serve and to enhance student life. Housing, the Career Center, and Health Services are just a few of the student services provided by Student Affairs.

Student Affairs, in partnership with Student Government, maintains a website with information about moving, living, and playing off-campus.

Office Location: 316 Main Building

Telephone: 574-631-5550

E-mail: osa@nd.edu

Website: <http://studentaffairs.nd.edu/>
<http://offcampus.nd.edu>

Office of the Registrar

The Office of the Registrar functions as a service office to the University's academic community. Student services provided include:



- Academic calendar
- Academic records – including grades and GPA
- Address changes
- Recording added and dropped classes
- Exam schedules
- FERPA compliance and regulations
- Registration
- Transcripts (e-transcripts now available)
- Verification letters (self-service now available)

Office Location - The Office of the Registrar is located on the third floor of Grace Hall on the north end of campus. Office hours during the academic year are 8:00 a.m. – 5:00 p.m. (EST).

Telephone: 574-631-7043
Fax: 574-631-3865
E-mail: registrar.1@nd.edu
Website: <http://registrar.nd.edu/>

Academic Calendar –

An abbreviated version of the Academic Calendar can be found in the green section of this directory. For the complete Academic Calendar, visit our website <http://registrar.nd.edu> and click on the calendar link at the top of the page.

Academic Records –

All first-year students and any undergraduate who has a mid-term grade deficiency will be mailed a mid-term grade report to the student's home address.

Final grade information is available for the students to view in the Student Academic Services channel of <http://inside.nd.edu>. This will usually occur the day after grades are due to the University Registrar from the faculty.

Address Changes –

Keep all address information current to avoid missing important mailings. Parent change of address should be made via e-mail to Alumfile@nd.edu; if this is your student's permanent home address, it should also be reported to the Office of the Registrar. Complete the Address Change Request Form, available at <http://registrar.nd.edu/>.

Student local off-campus change of address should also be made on the same form unless it has been reported during ND Roll Call. Please notify Residence Life and Housing should there be a need to change the on-campus address information.

Adding or Dropping a Class –

Drop/Add – Your student can drop and add courses for the first six class days with no financial or grade implications. The dropped course is completely removed from the student's record. First-year students must work with their advisor to accomplish course drops or adds.

Commencement –

Senior year will be here before you know it. The Office of the Registrar will be in regular contact with your student in their final year with details regarding Commencement Weekend. A website, <http://commencement.nd.edu> will provide details regarding ceremonies, tickets, and commencement speakers.

Course Discontinuance Deadline –

This is the last day a student can drop a course. This date occurs after the half-way point of the semester and thus the course stays on the student's record as a registered course that has been dropped; however, there are no grade implications.

Exam Schedules –

Many students travel home after their last final exam. It is recommended that flights home are not booked prior to the last exam day. To review the final exam schedule, visit our site at <http://registrar.nd.edu/>.

Parent Orientation Directory –

The Office of the Registrar provides this directory to the parents of incoming first-year students as a way to learn more about campus services. An online copy of this directory may be found on our website <http://registrar.nd.edu>.

Printed Grade Report –

Forms are available on the Registrar's website for a student who would like his/her final grades mailed. For more information, visit <http://registrar.nd.edu/>.

Transcripts –

Students often need an official copy of their academic record. Current students may request paper or electronic transcripts. Students log on to <http://inside.nd.edu> and use the Transcript Request link within the Student Academic Services channel on the Student Academic tab. For more information, visit <http://registrar.nd.edu/>.

Verification Letters –

Current students can print verification forms to use for verification of full-time enrollment and good standing for loan deferments, insurance, scholarships, or other purposes. Students can print a verification letter for the current semester or for all semesters they have attended.

Students log on to <http://inside.nd.edu> and use the Enrollment Verification link within the Student Academic Services channel on the Student Academic tab. For more information, visit <http://registrar.nd.edu/>.

2011 Football Schedule

Sept. 3	vs. South Florida	3:30pm EST
Sept. 10	@ Michigan	8:00pm EST
Sept. 17	vs. Michigan State	3:30pm EST
Sept. 24	@ Pittsburgh	TBA
Oct. 1	@ Purdue	8:00pm EST
Oct. 8	vs. Air Force	3:30pm EST
Oct. 22	vs. USC	7:30pm EST
Oct. 29	vs. Navy	3:30pm EST
Nov. 5	@ Wake Forest	TBA
Nov. 12	vs. Maryland	7:30pm EST
Nov. 19	vs. Boston College	4:00pm EST
Nov. 26	at Stanford	5:00pm PT

*For schedules, ticket information,
and rosters for all Notre Dame
Athletics, go to <http://und.com>*



2011-2012
Academic Year Calendar



Aug.

- 20-21** Freshman Orientation– welcome to ND!
- 23** Classes begin
Mass - Formal opening of school year
- 30** Last date for all class changes (Add/Drop)

Sept.

- 5** Labor Day - classes are in session

Oct.

- 15-23** Mid-term break – Halls remain open
Grades mailed home for First-year students
- 28** Last day for course discontinuance

Nov.

- 14** Registration appointments begin for the
Spring Semester
- 23-27** Thanksgiving Holiday – Halls remain open

Dec.

- 8** Last class day
- 9-11** Reading days (no examinations)
- 12-16** Final examinations
- 17** Undergraduate halls close at 2:00 p.m.
- 20** Final grades available online



Jan.	15	Undergraduate halls open at 9:00 a.m.
	17	Classes begin
	24	Last date for all class changes (Add/Drop)
Feb.	Mid	Full-year housing applications online
	17-19	Junior Parents Weekend at Notre Dame
	27	Deadline for Financial Aid Application
Mar.	10-18	Mid-term Break – Halls remain open Grades mailed home for First-year students
	21	Registration begins for the Summer Session
	23	Last day for course discontinuance
	Late	Residence Hall Room Picks begin
Apr.	6-9	Easter Holiday – Halls remain open
	16	Registration appointments begin for the Fall Semester
May	2	Last class day
	3-6	Reading days (no examinations)
	7-11	Final examinations
	12	Undergraduate halls close at 2:00 p.m.
	15	Final grades available online
	18-20	Commencement Weekend

**2011-2012 DeBartolo Performing Arts Center
Visiting Artist Series**

Sept.	15	Le Vent du Nord
	23	Cocktails with Larry Miller
	30	"Shuffle. Play. Listen." Christopher O'Riley and Matt Haimovitz
Oct.	6	The Fischoff National Chamber Music Competition Grand Prize Winner
	13	National Chamber Choir of Ireland
	27	Mamak Khadem
Nov.	4	Axiom Brass
	10-12	Merce Cunningham Dance Co. Legacy Tour
Dec.	11	Danú.Christmas in Ireland: <i>An Nollaig in Éirinn</i>
Jan.	19-21	Complexions Contemporary Ballet
Feb.	2	Yasmin Levy
	12	Pacifica String Quartet
	17-19	L.A. Theatre Works presents " <i>The Rivalry</i> "
	25	Julia Fischer
Mar.	4	Nrityagram Dance Ensemble
	9	Riders in the Sky
	24	Luciana Souza Trio
	31	The Intergalactic Nemesis
Apr.	14	Australian Chamber Orchestra
May	3-5	Ballet Hispanico

*For a complete schedule of music, film, dance, and
theater performances, visit
<http://performingarts.nd.edu/>*



Directory

For a complete directory visit:
<http://apps.nd.edu/webdirectory/directory.cfm>

Academic Services for Student Athletes http://www.nd.edu/~assa/	574-631-5585
Air Force ROTC http://www.nd.edu/~afrotc/	574-631-6634
Anthony Travel (<i>on-campus agency</i>) http://www.anthonytravel.com/	800-366-3772
Architecture, School of http://architecture.nd.edu/	574-631-6137
Army ROTC http://www.nd.edu/~army/	574-631-6986
Athletic Department http://www.und.com/	574-631-6107
Basilica of the Sacred Heart (<i>Church</i>) http://basilica.nd.edu/	574-631-8029
Bookstore, Hammes	574-631-6316
Campus Ministry http://campusministry.nd.edu/	574-631-7800
Card Services (<i>Student ID Cards</i>) http://food.nd.edu	574-631-7814
Career Center (<i>careers, internships</i>) http://careercenter.nd.edu/	574-631-5200



Switchboard (Campus Operator) 574-631-5000

Center for Social Concerns (CSC) http://socialconcerns.nd.edu/	574-631-5293
College of Arts & Letters http://al.nd.edu/	574-631-7085
College of Business, Mendoza http://business.nd.edu/	574-631-7236
College of Engineering http://www.nd.edu/~engineer/	574-631-5530
College of Science http://www.science.nd.edu/	574-631-6375
Counseling Center http://ucc.nd.edu/	574-631-7336
Credit Union, Notre Dame Federal https://www.ndfcu.org/	574-239-6611
DeBartolo Performing Arts Center http://performingarts.nd.edu/	574-631-2995
Disability Services http://www.nd.edu/~osd/	574-631-7157
Eck Visitors' Center (<i>campus tours</i>) http://alumni.nd.edu/	574-631-5726
Financial Aid http://financialaid.nd.edu/	574-631-6436
First Year of Studies http://fys.nd.edu/	574-631-7421
Food Services (<i>Meal plans, dietary needs</i>) http://food.nd.edu/	574-631-7253
Football Tickets (<i>parent ticket info</i>) http://footballtickets.nd.edu/parents/	574-631-7356
Health Services (<i>health records, pharmacy</i>) http://uhs.nd.edu/	574-631-7497

Immigration Services Office	574-631-5243
http://issa.nd.edu/immigration/	
Information Technologies/Computer Store	574-631-7477
http://oit.nd.edu/store/	
Information Technologies/OIT Help Desk	574-631-8111
http://oit.nd.edu/	
International Student Services & Activities	574-631-3825
http://issa.nd.edu/	
Insurance, Personal Property	
http://www.haylor.com/	
LaFortune Student Center	574-631-8128
http://www.nd.edu/~sao/	
Laundry, St. Michael's (laundry, dry cleaning)	574-631-7565
http://laundry.nd.edu/	
Lost and Found	574-631-5036
http://ndsp.nd.edu/lost-and-found/	
Marine ROTC	574-631-7274
http://www.nd.edu/~nrotc/	
Morris Inn (located on-campus)	574-631-2000
http://morrisinn.nd.edu/	
Naval ROTC	574-631-7274
http://www.nd.edu/~nrotc/	
Observer (campus newspaper)	574-631-7471
http://www.ndsmcobserver.com/	
Office of Alcohol and Drug Education (OADE)	574-631-7970
http://oade.nd.edu/	



Switchboard (Campus Operator) 574-631-5000

Parking Services (<i>registering cars & bikes, fines</i>)	574-631-5053
http://ndsp.nd.edu/parking-and-traffic/	
President's Office	574-631-3903
http://president.nd.edu/	
Registrar (<i>verification letters, grades, transcripts</i>)	574-631-7043
http://registrar.nd.edu/	
Residence Life and Housing	574-631-5878
http://orlh.nd.edu/	
Security/Police Office (NDSPD)	574-631-5555
http://ndsp.nd.edu/	
Student Accounts (<i>questions on billing</i>)	574-631-7113
http://studentaccounts.nd.edu/	
Student Activities	574-631-7308
http://sao.nd.edu/	
Student Affairs	574-631-5550
http://osa.nd.edu/	
Student Employment (<i>on-campus student jobs</i>)	574-631-6454
http://financialaid.nd.edu/jobboard/	
Summer Session	574-631-7282
http://summersession.nd.edu/	
Ticket Office, Athletics (<i>sporting events</i>)	574-631-7356
http://www.und.com/tickets/nd-tickets.html	
Ticket Office, Performing Arts Center	574-631-2800
http://performingarts.nd.edu/hospitality/tickets.aspx	
Women's Resource Center	574-631-9028
http://www.nd.edu/~wrc/	



Switchboard (Campus Operator) 574-631-5000

Directory
Rector* and Assistant Rectors

**Rector information includes e-mail address*

Alumni Hall

Rev. George Rozum, CSC	grozum@nd.edu	631-6202
Daniel Collins		631-5954
Paul DiPietro		631-0557

Badin Hall

Sr. Denise Lyon, IHM	dlyon@nd.edu	631-3780
Breanna Houghton		631-6116
Claire Sobczak		631-9920

Breen-Phillips Hall

Ms. Rachel Kellogg	rkellog1@nd.edu	631-8315
Willa Lin		631-6621
Erica Parkes		631-9523

Carroll Hall

Rev. James Lewis, O. Carm.	jlewis1@nd.edu	631-8903
Colin Diamond		631-9178
Brian Regan		631-3899

Cavanaugh Hall

Ms. Maria Hinton	mhinton@nd.edu	631-8323
Kathryn Bennett		631-6522
Katerina Vujea		631-5490

Dillon Hall

Rev. Paul Doyle, CSC	pdoyle@nd.edu	631-7427
Joseph DiGaetano		631-1784
John Rompf		631-7071

Duncan Hall

Mr. Terence Fitzgibbons	tfitzgib@nd.edu	631-6457
Joseph Kolar		631-2839
Christopher Meyer		631-3515

Farley Hall

Sr. Carrine Etheridge, IHM cetherid@nd.edu 631-5288
Katie Hammond 631-5482
Clarisa Ramos 631-7533

Fisher Hall

Rev. Bradley Metz, CSC bmetz1@nd.edu 631-7857
Matthew Dicianni 631-7086
Eric Hinz 631-0945

Howard Hall

Ms. Margaret Morgan mmorgan2@nd.edu 631-7464
Emily Ledet 631-8332
Bridget Nugent 631-7041

Keenan Hall

Rev. Daniel Nolan, CSV dnolan1@nd.edu 631-1494
Zachary Gordon 631-7998
Gregory Ramsower 631-7766

Keough Hall

Rev. Peter McCormick, CSC pmccorm1@nd.edu 631-8011
Adrian Forteza 631-4184
Ryan Raybould 631-5370

Knott Hall

Br. Jerome Meyer, CSC jmeyer@nd.edu 631-9331
Alvin Adjei 631-3900
Daniel Fotoples 631-9360

Lewis Hall

Ms. Layla Karst lkarst@nd.edu 631-7323
Kayla Bishop 631-7174
Monique Magar 631-8268

Lyons Hall		
Ms. Meghan Brown	mbrown9@nd.edu	631-6575
Brenda Smith		631-3244
Samantha Stauffer		631-7424
McGlinn Hall		
Sr. Mary Lynch, SSJ	mlynch5@nd.edu	631-8316
Diana Harintho		631-5290
Caitlin Shetter		631-9358
Morrissey Hall		
Rev. Ron M. Vierling, MFC	rvierlin@nd.edu	631-5160
James Emanuel		631-6750
Michael Wester		631-8515
O'Neill Hall		
Mr. Edward Mack	emack1@nd.edu	631-3761
Daniel McClain		631-6272
Joseph Molosky		631-2873
Pangborn Hall		
Sr. Mary Donnelly, OP	mdonnel6@nd.edu	631-7494
Ashley Cain		631-5890
Erica Kemp		631-2709
Pasquerilla East Hall		
Ms. Cynthia Broderick	cbroderi@nd.edu	631-7200
Laura Billeci		631-8824
Maria Sengenberger		631-7600
Pasquerilla West Hall		
Sr. Mary Jane Hahner, CSFN	mhahner@nd.edu	631-5740
Mary Harte		631-3830
Kerry O'Brien		631-2869
Ryan Hall		
Ms. Breyan Tornifolio	btornifo@nd.edu	631-0278
Andrea Etienne		631-4614
Daniella Palmiotto		631-0848

Siegfried Hall

Rev. John Conley, CSC jconley1@nd.edu 631-7888
Frederic Shadley 631-8317
Michael Urbaniak 631-9359

Sorin Hall

Rev. Robert Loughery, CSC rlougher@nd.edu 631-1287
James Champlin IV 631-2860
Joseph Miller 631-3743

St. Edward's Hall

Rev. Ralph Haag, CSC rhaagcsc@nd.edu 631-5334
Aaron Forbes 631-2697
Andrew Roman 631-6696

Stanford Hall

Rev. Thomas Gaughan, CSC tgaughan@nd.edu 631-6777
Andrew Balhoff 631-6847
Matthew Katich 631-5782

Walsh Hall

Ms. Annie Selak aselak1@nd.edu 631-5750
Alison Curran 631-7745
Kelly Waclawik 631-6214

Welsh Family Hall

Sr. Christine Connolly, OP cconnoll@nd.edu 631-8655
Lauren Guerrieri 631-5194
Sharon Lim 631-0941

Zahm Hall

Mr. Corry Colonna ccolonna@nd.edu 631-9246
Brendan Geary 631-6184
Joshua Hammack 631-8891

Campus Services



Birthday cakes delivered -

ND Cake Service will deliver birthday cakes, cookies, or cheesecakes to your student's room! Visit their site:
<http://sao.nd.edu/services/cakeservice/>.



Food baskets delivered -

Final exam time is a great time to treat your student to a care package. See <http://sao.nd.edu/services/carepackages/> for details.



Purchase food products -

The Huddle Mart is located inside the LaFortune Student Center. There, your student can purchase staples such as cereal, milk, juice, and fruit.



ATM machines –

There are service-free ATM's located at various places on campus including: lower level of the Main Building, LaFortune Student Center, Grace Hall, Hammes-Mowbray, and in the lobby of the Hammes Bookstore.



Put money on a student account from home -

Your student's student ID serves multiple purposes, including the ability to "swipe" for purchases at the campus bookstore and various establishments across campus. To add "Domer Dollars" to your student's account, visit <http://fsntserv.foodserv.nd.edu/domerdeposit/index.cfm>.



Laundry service -

While each residence hall has a laundry room, parents may want to arrange for laundry services. St. Michael's laundry, located behind the Main Building, across from St. Liam's Hall, offers several services to students including bundled laundry, dry cleaning, and tailoring. The student's laundry bag (or bundle), of soiled clothing *will be picked up from AND delivered back to their residence hall* in an area designated by the rector (on-campus residence halls only) each week. All garments submitted will be washed, dried, folded, and packaged. Visit their site at <http://laundry.nd.edu>.



Purchase hall-related athletic apparel -

Many of the residence halls have hall-related sweatshirts, jackets, and hats available for purchase. Visit <http://sao.nd.edu/> and click on the *Student Shop ND* link under the Services heading.

The Hammes Bookstore also has a wide variety of Notre Dame apparel, including "The Shirt".



Arrange to be notified in case of emergency -

Notre Dame Security Police have an "ICE" your cell phone program. Students may set up their cell phones to reach the people they want contacted in case of an accident or other emergency. For more information, see: <http://ndsp.nd.edu/crime-prevention-and-safety/ice-your-cell-phone>.

Campus Jobs and Career Assistance



Part-time campus jobs -

Many students look for part-time work. Student employment can help with the process. Visit their site at:
<http://studentemployment.nd.edu/>.



Area volunteer opportunities -

The Center for Social Concerns works with students and the community to find ways for students to become engaged locally in addressing social concerns. For volunteer opportunities, please visit their website at:
http://socialconcerns.nd.edu/campus_local/.



The Career Center -

Students can begin to use the Career Center in their first year. The Career Center provides many services and resources through our Career Counselors to help students begin exploring career options, developing skills, and gaining experience. Four-year planning guides, job and internship seminars, career interest inventories and individual career counseling are just some of the services and resources that students can (and should) utilize beginning in their freshman year.

A Career Counselor is a staff member at The Career Center who assists students with the career decision-making process. Career Counselors are able to administer and interpret career-related interest inventories and personality assessments, inform students about internships and full-time job opportunities, offer current information about availability of

jobs, salary statistics and industry trends, review resumes and cover letters, educate students about networking, conduct mock interviews, connect with employers who recruit students in their assigned academic area, and present career-related workshops.

The Career Center also provides a 4-year guide to assist in preparing students for their future careers. A copy of this guide is online at:
http://registrar.nd.edu/CareerCenter_FAQ.pdf

Office Location

The Career Center is located at 248 Flanner Hall on the north end of campus.

Office Hours Monday – Friday
8:00 a.m. to 5:00 p.m.
Scheduled Appointments Available Monday
– Friday

Walk-in Hours during the academic year:
15-minute sessions – no appointment
necessary
Monday – Friday: 1:00 p.m. to 4:30 p.m.

Phone: (574)631-5200
Email: ndcps@nd.edu
Website: <http://careercenter.nd.edu>

Health and Wellness

Health care facilities -



St. Liam Hall, located just north of the Main Building, is home to most campus health-related services including a walk-in clinic, pharmacy, and counseling services.

Notre Dame tuition and fees cover visits to the student health center. Students do not need to pay at the time of service, as charges are directly placed on the student's account.

The University Health Services and pharmacy do not bill any insurance company, except the claims covered by the optional school sponsored insurance plan. Students should carry a copy of his/her insurance card with them.

Please visit the University Health Services web site at uhs.nd.edu where detailed information is available on all medical services, specialized support, staff, and billing/insurance questions.



Care for my sick student -

University Health Services (UHS) in Saint Liam Hall offers 24/7 health care to enrolled students. Treatment of illness and injuries is provided by board certified physicians and registered nurses in the ambulatory care setting and inpatient observation unit.

Services include pharmacy, X-ray, allergy injections, travel consultation, lab and physical therapy. Other specialized services are listed on the UHS web site, <http://uhs.nd.edu/services/>. Call 574-631-7497 for information.



Counseling Services -

The health and wellness of your student is an important part of your student's success in life. Physical, Occupational, Social, Spiritual, Emotional, and Intellectual wellness services are provided by the University Counseling Center (UCC).

The UCC is committed to helping Notre Dame students in crisis 24 hours per day. Please note that UCC crisis services are not available when the university is closed during the Christmas break. UCC assistance to parents will be based on the specific situation described and on the UCC's staff counselors' extensive experiences working with college students' emotional development.

Assurance of privacy is one of the conditions that make counseling effective. The UCC is prohibited by Indiana State Law from disclosing anything about any student (including a student's attendance at a counseling session) who is 18 years of age or older without his/her written permission. If you know your son/daughter has seen one of UCC's psychological counselors and if you think it is important to dialogue with your student's counselor, PLEASE SHARE WITH THE STUDENT YOUR CONCERN, AND ASK THE STUDENT TO SIGN A RELEASE OF INFORMATION AT UCC which then allows us to share information with you.

If YOU are concerned about a student and are not sure how to help, please call the UCC at 574-631-7336 and a UCC staff member will consult with you about the best way to proceed.

The University Counseling Center strictly protects the confidentiality of information shared during sessions. We are ethically committed to confidentiality and federal/state laws require it. This means that attendance in counseling is kept private and confidential. No record of a student's visit to UCC is placed on a transcript or academic record.



Pharmacy Services -

The pharmacy at St. Liam Hall is open from 8:00 a.m. to 6:00 p.m. during the academic year. Please call 574-631-6574 if you have any questions.



Religious Services -

Campus ministry offers assistance with cross-cultural ministries. Visit their website for more information at <http://campusministry.nd.edu/cross-cultural/>.



Wheelchairs/Scooters for rent –

The University does not offer wheelchairs for public use. If your student is injured, the Office of Student Affairs, in partnership with University Health Services offers battery powered scooters to aid students who have injuries that hinder mobility. Visit <http://ndsp.nd.edu/scooter-policy/>.



Nutrition -

Notre Dame Food Services provides healthy dining opportunities for the University community. For more information, go to <http://food.nd.edu/nutrition-and-food-allergies/>.

Home and Travel



Transportation to the airport(s) -

Taxi services are available to the South Bend airport. Many students opt to fly in/out of either Midway or O'Hare airport in Chicago. Coach USA operates a bus service from campus to both airports.



Local Bus Service –

The Transpo Bus system offers free (with student ID card) bus service to the greater South Bend/Mishawaka area. The main bus stop is the circle just east of the Hesburgh Library.



Area Train Service -

The South Shore Commuter Line offers daily train service from the South Bend Airport to downtown Chicago. Amtrack offers rail service out of Niles, Michigan and South Bend.



South Bend area hotels -

The South Bend/Mishawaka Visitors and Convention Bureau is your source for information on area hotels, services, and shopping. Visit <http://www.exploresouthbend.org/> for more information.



Travel abroad opportunities -

Many students find that studying abroad for a semester (or a year), is an enriching experience. The Office of International Studies works with students, placing them into programs around the world. Visit <http://www.nd.edu/~ois/> for more information.



Notifying the University about an address change -

Do not miss important mailings by keeping all address information current. Parent change of address should be made via e-mail to Alumfile@nd.edu; if this is also your student's permanent home address, it should additionally be reported to the Office of the Registrar. Complete the Address Change Request Form, available at <http://registrar.nd.edu/>.

Student off-campus address changes should also be made on the same form. Please notify Residence Life and Housing should there be a need to change the on-campus address information.



Cars brought to campus -

No first-year student living on-campus may possess or rent an automobile or any other motor-driven vehicle for use while in attendance at the University unless authorized to do so by the Office of Student Affairs.



Bikes on campus -

Many students find that a bicycle comes in handy. Most buildings (including the residence halls) have bike racks located near the entryways. It is recommended that you purchase a good bike lock and that you register the bike with Notre Dame Security Police.



Missing class to attend a funeral -

In cases involving the death of an immediate family member, a letter from a family member or other appropriate verification is required. Your student's Rector is often a source of comfort and will work with your student to ensure that they travel home safely.

Exploring South Bend/Mishawaka

Local Bus Service –

The Transpo Bus system offers free (with student ID card) bus service to the greater South Bend/Mishawaka area. The main bus stop is the circle just east of the Hesburgh Library.

Eddy Street Commons –

Just south of campus is Eddy Street Commons, providing students dining options and shopping opportunities within walking distance of campus.

The Off-Campus Connector–

Student Affairs partners with Student Government to maintain a website which provides students information on living, working, and playing in the greater South Bend area. Visit their website at <http://offcampus.nd.edu>.



Glossary

Academic Advisor First-year students are assigned an advisor in the First Year of Studies (FYS). Throughout the year, meetings may be arranged at any time at the initiative of either the student or the advisor. For additional information on advising, contact FYS at 574-631-7421 or visit <http://fys.nd.edu/academic-advising/>.

Academic Code of Honor For information on the Academic Code of Honor, visit <http://nd.edu/~hnr/code/>.

Academic Probation First-year students who make less than the minimum required average GPA will be on probation after the semester. For additional information on academic probation, contact FYS at 574-631-7421.

Academic Suspension For information on academic suspension, contact FYS at 574-631-7421.

Administration (Main) Building Often called the **Golden Dome** or simply **the Dome**, the administration building is the most recognizable feature of Notre Dame's campus. Complete with a statue of Mary, the building is located in the center of campus and can be seen from almost anywhere on campus.

Auditing a Class According to the University Academic Code, undergraduate students are not permitted to audit a class. Academic Code, Section 18.1, <http://orlh.nd.edu/dulac/>.

Bengal Bouts Men's boxing tournament held every year as a fundraiser for Holy Cross Missions in Bangladesh.

Bookstore Basketball Largest 5 on 5 basketball tournament in the world. With over 500 teams competing every year, this tournament held in the spring is truly a sight to see.

BP Breen-Phillips Hall, a female dorm located on North Quad.

Bulletins of Information The Bulletins of Information are published each year to summarize the programs of study, the academic requirements, and the course offerings for Notre Dame undergraduate students. To view the bulletin online, go to <http://registrar.nd.edu/>.

Class Rank Except for dean's honors and Latin honors, the University does not rank students by class, college, or department. For more information, visit <http://registrar.nd.edu/>.

Commencement To view commencement information online, go to <http://commencement.nd.edu/>.

COMO The Coleman-Morse Center. The building on South Quad that houses First Year of Studies, Campus Ministry, a computer cluster, and a 24-hour study space.

CRN "Course Reference Number" is a unique number used when registering for a class. It is not the same as the Course Number.

DART This is an acronym which was used to describe the registration process in the past. Although the process has changed, students continue to use the term "DART" when discussing the process of registering for classes.

Dean's List The dean's honors list in each college and school represent the top 30% of students in that college or school based on GPA. For more information, visit <http://registrar.nd.edu/>.

DeBartolo Hall Classroom building where most classes will be held. Often referred to simply as "DeBart."

Disciplinary Probation For information regarding disciplinary probation, visit <http://orlh.nd.edu/dulac/>.

Disciplinary Suspension For information regarding disciplinary suspension, visit <http://orlh.nd.edu/dulac/>.

Dismissal For information on dismissal, contact FYS at 574-631-7421.

Drop First-year students must contact FYS to consider dropping a class. For more information, see Section 11.3 of the Academic Code at <http://orlh.nd.edu/dulac/>.

du Lac *duLac, A Guide to Student Life*, is the student handbook which contains the codes, rules, regulations and policies which establish the official parameters for student life at Notre Dame. The handbook can be viewed online at <http://orlh.nd.edu/dulac/>.

Enrollment See ND Roll Call.

Exam Schedules Schedules for departmental exams and final exams can be found through the Exam link on the Registrar's website at <http://registrar.nd.edu/>.

FAFSA The Free Application for Federal Student Aid (FAFSA) is the official application for federal student aid at the University of Notre Dame. For information on the FAFSA, contact the Office of Financial Aid at 574-631-6899 or visit <http://financialaid.nd.edu>.

FERPA The Family Educational Rights and Privacy Act (FERPA) governs the various rights accorded to students with respect to their "educational records". For more information on FERPA, visit <http://registrar.nd.edu/>.

Financial Aid Financial aid is a general term for any financial assistance given to a student for any type of postsecondary education. For information on financial aid, contact the Office of Financial Aid at 574-631-6899 or visit <http://financialaid.nd.edu>.

Flex Points The dollars that accompany the Flex-14 meal plan that can be used to buy snacks and beverages at the Huddle, Burger King, Starbucks, and other campus food locations.

Full-Time/Part-Time Status An undergraduate degree-seeking student must be in full-time status each semester. Any undergraduate student who is enrolled in at least 12 credit hours is considered full-time. For more information on student status, contact FYS at 574-631-7421.

FYS (First Year of Studies) Regardless of intended program, all entering first-year students are members of this unit which allows students to study broadly in the arts and sciences and to consider various possibilities before committing to a particular college or major. For more information, visit <http://fys.nd.edu/>.

God Quad Home to the Dome, the Basilica, Sorin College, Walsh Hall and the statues of Jesus and Father Sorin.

GPS (Graduation Progress System) GPS is a web-based advising tool that allows students to track their progress toward a particular degree, detailing completed and in-progress courses as well as the requirements still needed. It is available through insideND.

GPA (Grade Point Average) For grading information, visit <http://registrar.nd.edu/>.

Grab 'N Go Convenient brown-bag breakfast, lunch, or dinner available from 7am to 7pm when classes are in session.

The Grotto Replica of the Grotto of Lourdes, France where students can come to light a candle and spend some quiet time in reflection and prayer.

Hammes Bookstore at the Eck Center The Bookstore and Bookstore Café.

Hammes-Mowbray Hall Next to Stepan Center and houses the Notre Dame Post Office and ND Security/Police.

Hesburgh Library 14-story Library with the mosaic of Touchdown Jesus on its façade. It's a great place to study and has a really nice, new computer lab on the first floor. On the first and second floors you can easily study in a small group but as you move to higher floors make sure you keep quiet.

Honor Code For information on the University's Honor Code, visit <http://www.nd.edu/~hnr/code/>.

Huddle Mart Small convenience store in LaFortune where students can purchase food, drinks, toiletries, notebooks, and other essentials such as the infamous Quarter Dogs. Commonly referred to as "The Huddle."

insideND This is the portal which provides access to Notre Dame's web services. It requires a netID and password to access. To access portal, visit <http://inside.nd.edu>.

IRISHPAY This is the University's online student account statement and payment system available to both students and their authorized payers. Visit <http://studentaccounts.nd.edu/general/FAQ.pdf> for more information.

JACC (A.K.A. The Joyce Center) This venue plays host to basketball, pep rallies, and volleyball within the Purcell Pavilion and is also home to Club Naimoli.

JPW (Junior Parents Weekend) JPW is a weekend event that occurs in February of your student's junior year. This event provides parents with the chance to learn more about their son or daughter's home away from home. Visit <http://www.nd.edu/~jpw/> for more information.

Jordan Hall of Science Jordan houses all of the undergraduate laboratories for biology and chemistry, a planetarium, and state-of-the-art lecture halls. Also has a convenient snack shop, aptly named "A la Descartes."

LaFun Nickname for the LaFortune Student Center.

Leave of Absence For details regarding a leave of absence from the University, visit <http://registrar.nd.edu/>.

Legends A restaurant, pub, and programming venue which brings in live entertainment and has a nightclub open late on Thursday, Friday and Saturday nights.

Mod Quad Home to Knott, Siegfried, Pasquerilla East (PE), and Pasquerilla West (PW) Halls.

ND Roll Call (previously known as Web Enrollment) is step 2 of a two-part process (registration is step 1). It is the process in which a student informs the University Registrar of his or her intention to pursue the classes for which he or she has registered. ND Roll Call begins a few days before each semester, and ends at midnight on the last day for all class changes - 6th class day (excluding Summer Session). Visit <http://registrar.nd.edu/> for additional information.

ndID The nd id is a unique nine digit number which begins with "90". This number can be found on the student id.

NetID The netID account is automatically generated when a student officially becomes part of the University. For more information visit <https://accounts.nd.edu/activation>.

North Quad Home to BP, Cavanaugh, Farley, Lewis, St. Ed's, Stanford, Keenan, and Zahm Halls.

O'Shag O'Shaughnessy Hall, location of many classes, departmental offices, and Waddick's Café. O'Shag is also recognizable by the clock on its façade.

Pass/Fail Grades A junior or senior, with permission from their academic dean, may, within the first six class days, request to enroll in an elective class, which is outside of the student's major and is not required by the student's program, on a pass/fail basis. This decision is irrevocable.

PE, PW Pasquerilla East and Pasquerilla West, the women's dorms located on Mod Quad.

Permanent Dismissal Permanent Dismissal is defined as permanent separation from the University with no opportunity to apply for readmission. Details can be found at <http://orlh.nd.edu/dulac/>.

Registration This is step 1 of a two-part process (ND Roll Call is step 2). Registration information for Spring courses is available in October and registration begins in November. Visit <http://registrar.nd.edu/> for more information.

Quarter Dogs: The infamous \$.25 hot dogs now cost \$.33 –but they are still a great bargain! Available in LaFortune Center for late-night snacking (after 12 a.m. on weeknights).

Separation from the University To view policies regarding separation from the University visit <http://orlh.nd.edu/dulac/>. Additional information at <http://registrar.nd.edu/>.

South Quad: Home to O'Shag, the Rock, and everything in between.

Stepan Center: The round, geodesic dome at the north end of campus. Many exams make use of this facility.

Stonehenge: War Memorial Fountain located at the south end of the North Quad.

Student Worker The Office of Student Employment helps find on-campus employment for over 40% of our students. For information on student employment, visit <http://financialaid.nd.edu>.

S/U Grades An "S" or "U" grade is typically issued in a zero or one credit hour course (labs, research classes, departmental seminars or colloquia, directed studies, workshops, field education, skill courses, etc.). An "S" grade is given to those students who meet the requirements of the course as set by the department or the instructor. A "U" grade is issued for failure to meet the course requirements.

Transcript Students must request transcripts online through insideND. Transcripts can be sent electronically, mailed to the recipient (not to a dorm room), or picked up in the Registrar's Office. For additional transcript information, visit <http://registrar.nd.edu/>.

Verification/Loan Deferment For information on verifications for insurance purposes, visit <http://registrar.nd.edu/>.

W Grade A grade of "W" is assigned when a student drops a class after the add/drop deadline, or when the student completely withdraws from the University. Classes graded "W" are not totaled in the hours attempted or earned.

Withdrawal Please refer to "Separation from the University" for information.

X grade An "X" grade is a temporary grade "given with the approval of the student's dean in extenuating circumstances beyond the control of the student" (Academic Code, Section 18.1) when the student's work is incomplete at the end of the term.

Du Lac, Policies, FERPA, HIPAA

du Lac

Parents can refer to *du Lac: A Guide to Student Life* (available online) for the University's Standards of Conduct and Disciplinary Procedures. Parents are also encouraged to discuss University policies with Residence Hall Rectors. For the online copy of *du Lac, A Guide to Student Life*, visit <http://orlh.nd.edu/dulac/>.

FERPA Compliance and Regulations –

Parents may want to inquire about their student's grades or records, however, disclosure of this type of information is governed by the Family Educational Rights and Privacy Act of 1974 (FERPA). FERPA is a Federal law that helps protect the privacy of student education records. FERPA provides students the right to: (1) inspect and review their education records; (2) seek to amend those records; and (3) limit disclosure of information from their education records except in certain circumstances. FERPA applies to all institutions that are the recipients of federal aid administered by the Secretary of Education.

"Education Records" are those records, files, written and electronic documents, e-mail, and other materials which contain information directly related to a student and which are maintained by an educational institution, including admissions, personal academic and financial aid files, and placement records. Certain student records such as medical treatment records are excluded from the definition of "education records"

but may be subject to other laws or University policy with regard to the release of records.

The University will not provide access to nor disclose any personally identifiable information from a student's education records without a signed and dated written consent of the student. However, there is an exception that provides that the University *may* allow parents to have access to their child's student education records, without the student's consent, in the following circumstances:

- 1) Student is a dependent of their parent for federal income tax purposes; or
- 2) Disclosure is in connection with a health or safety emergency (i.e., if knowledge of the information is necessary to protect the health or safety of the student or other individuals); or
- 3) Student has violated a Federal, State or local law, or a rule or policy of the University, governing the *use or possession of alcohol or a controlled substance*, and the University determines that the student has committed a *disciplinary violation* regarding that use or possession and the student is *under 21* at the time of the disclosure.

Please note that disclosure by the University is discretionary and is not mandated by FERPA. For additional information please refer to the University's FERPA Student Records Policy and the Office of the Registrar website:

http://policy.nd.edu/policy_files/FERPASTudentRecordsPolicy.pdf
<http://registrar.nd.edu/>.

HIPAA/Patient's Rights–

University Health Services (UHS) provides information pertaining to the Patient's Bill of Rights and Patient Responsibilities. For more information, go to their website <http://uhs.nd.edu/>

Policy Site

To access the University of Notre Dame's Policy Site, the authoritative source for all University policies, visit <http://policy.nd.edu/>. On this site you will find such topics as:

- Academics
- Athletics
- Business Operations
- Finance
- Governance/Legal
- Human Resources
- Information Technology
- Research
- Student Life
- University Relations

You can find information on specific policies by entering keywords into the 'Search Policies' box on the website.

The Source

The Source is the official web-based student organization handbook for the University of Notre Dame. It is published by the Student Activities Office.
<http://sao.nd.edu/studentleadership/thesource/>

Future Commencement Dates

Please note that the dates listed after 2013 are subject to change. For further information regarding Commencement, please visit the Commencement website available at <http://commencement.nd.edu/>.

2012 Commencement

May 18-20 Weekend Activities
May 19-20 Commencement Ceremonies

2013 Commencement

May 17-19 Weekend Activities
May 18-19 Commencement Ceremonies

2014 Commencement

May 16-18 Weekend Activities
May 17-18 Commencement Ceremonies

2015 Commencement

May 15-17 Weekend Activities
May 16-17 Commencement Ceremonies

2016 Commencement

May 13-15 Weekend Activities
May 14-15 Commencement Ceremonies

Navigating the Notre Dame Campus

Finding your way around campus can be daunting for a first time visitor. While there are numerous landmarks, the flagpole on the Main Quad serves as a great starting point for finding most buildings. Just north of the flag pole is Hurley Hall, which is home to the **College of Science**. The north end of campus includes the Main Building, the Basilica, and the LaFortune Student Center. The LaFortune Student Center is a great place to grab a quick bite or a cup of coffee.

Back to the flagpole; turning south and across from Hurley Hall, is Fitzpatrick Hall, which houses the **College of Engineering**. Due south of Fitzpatrick and west of Notre Dame Stadium is the **Mendoza College of Business**. Also on the south end of campus are the Hammes Bookstore, the Eck Visitors Center, and the Morris Inn.

East of the flagpole is O'Shaughnessy Hall (with the clock tower), home to the **College of Arts and Letters**. The east side of campus is where you will find the Library and various athletic facilities.

Walking west from the flagpole, you will find the **First Year of Studies**, located within the Coleman-Morse Center. North of Coleman-Morse, and behind Howard Hall is the **School of Architecture**.

Residence halls are located across campus and are typically referred to their location on campus by a quad – God Quad, Mod Quad, West Quad, South Quad, and North Quad.

Campus Maps: Eck Visitors Center
Undergraduate Admissions

Maps online: An interactive campus map is available online at <http://map.nd.edu>.

*2011-2012 Parent Directory
Provided as a service by the Office of the Registrar and
the Notre Dame Parent Program*