

# Registration Information

## GENERAL INFORMATION FOR STUDENTS

- Students access registration through insideND.
  - All students must have a Registration time assigned. They may view their registration date and time on insideND by selecting **Registration Status and Holds** through NOVO Registration.
  - Not all students need a Registration PIN. Carefully read the information below.
  - Students should check for any registration “Holds” a few days prior to registration on insideND by selecting **Registration Status and Holds** through NOVO Registration.
  - Office of the Registrar contact information: novo@nd.edu or 574-631-7043
  - Look up classes on insideND by selecting the **Browse Classes** through NOVO Registration.
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## REGISTRATION DATE AND TIME

### All students need a registration date and time to register

Students need to check the date and time of their registration on insideND by selecting **Registration Status and Holds** through NOVO registration. (**Note:** Any Holds will need to be resolved prior to registration.)

**All registration times are listed using local South Bend time.**

Students **returning from** a leave of absence or any off-campus location (through the Notre Dame International Office, School of Architecture, or any department) will register along with their class according to the registration schedule.

Students **going to or staying on** most off-campus locations (through the Notre Dame International Office, School of Architecture, or any department) begin registration according to the Registration Schedule. Students may check their personal registration dates by selecting **Registration Status and Holds** through NOVO Registration.

The registration period is active through the sixth class day of the semester. (*Note, the following are exceptions: First Year of Studies, those **going to or staying on** off-campus programs, Law School, MBA, and MSA students.*)

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## REGISTRATION PIN

- Not all students will need a registration PIN to register.
- If a PIN is not assigned to a student’s registration record, they do not need a PIN to enter NOVO to register for fall classes. **Each student can confirm whether they have a PIN assigned by going into the NOVO registration system now, or any time before their registration time starts, to see if an Alternate PIN box appears. If there is an Alternate PIN box, they will need a PIN. If there is no Alternate PIN box, they will not need a PIN.**
- Students who do not need a registration PIN are in one of the categories listed below. They do not have a registration PIN assigned, and do not need one to register:
  - All undergraduate students in the School of Architecture, College of Business, and College of Engineering;
  - All rising sophomores in the College of Arts and Letters regardless of major;

- Rising sophomores with major Physics or Physics in Medicine;
  - Rising senior and junior undergraduate students whose first major is in one of the following departments: Africana Studies, Anthropology, Chinese, Economics, English, Gender Studies, Greek and Roman Civilization, International Econ (LLR, RU, Chinese, or Japanese only), Irish Language and Literature, History, Math (College of AL and College of SC), Medieval Studies, Neuroscience Behavioral Health (College of AL and College of SC), Political Science, Program of Liberal Studies, Psychology, Romance Languages and Literature, Theology, Biochemistry, Chemistry, Chemistry-Business, Chemistry-Computing, Science-Business, Science-Computing;
  - Students who returned from or are going to any off-campus program through the Notre Dame International Office, colleges/schools, or departments;
  - Post-baccalaureate students (Graduate School, Law School, Graduate Business, and Graduate Architecture) and all Non-degree students.
- Students who will need a registration PIN are in the following specific group of students:
    - College of Arts and Letters: American Studies, Arabic, Art, FTT, German, International Econ German, International Econ Arabic, Music, Philosophy, Philosophy and Theology, Sociology;
    - College of Science: ACMS, Biology, Environ Sciences, Physics (except rising sophomores), Physics in Medicine (except rising sophomores), SC Preprofessional, Statistics
  - The advisor from the department of each student's first major will provide them with their registration PIN.
  - Students should direct all PIN questions to their academic advisor or [NOVO@nd.edu](mailto:NOVO@nd.edu). The Registrar will not provide PINs to students but can confirm whether they require a PIN to register.