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We are delighted that you have chosen to continue your academic journey within our community of learning and discovery.

Welcome to the University of Notre Dame and to the First Year of Studies, the collegiate home for all first-year students! We are delighted that you have chosen to continue your academic journey within our community of discovery and learning. Rigorous preparation for a life devoted to the pursuit of truth, the contemplation of nature's mysteries, and service to the world at large have long been goals that have shaped the parameters of the Catholic intellectual tradition. At Notre Dame, we seek to provide a holistic educational experience consistent with these aims that enables all students to develop the disciplines of mind and heart that foster maturity, responsible citizenship, and success in any endeavor.

During your first year you will take courses in a wide variety of disciplines. These courses in the liberal arts and the sciences provide an educational foundation on which to build in later years. Most of these classes satisfy general education requirements while allowing you to sample several academic possibilities before committing yourself to a particular college and/or major. While we ask you to designate an intended area of study for general advising purposes, it is possible to keep your options open before actually making a final college declaration. Official designation of a college, and, in some cases a major, occurs toward the end of the first year. By identifying and pursuing your intellectual interests as a first-year student, our hope is that you will also develop a clearer sense of your long-term academic trajectory.

As a student in the First Year of Studies, you will be assigned an advisor who will assist you in the development of an academic plan, provide information about the University's various resources and opportunities, and support you in making a successful transition to college life. To support the advising process and to showcase your academic and personal accomplishments, you will create and maintain an electronic portfolio. You will also have the opportunity, through our Moreau First Year Experience courses, to learn about the values animating the Congregation of Holy Cross' educational vision — the heart, soul, and anchor of Notre Dame's undergraduate ethos. In addition, our Learning Resource Center and Program for Academic Excellence provide academic support through one-to-one consultations, tutoring, workshops, and collaborative learning groups.

Those of us in the First Year of Studies are eager to assist you in both the articulation and realization of your dreams. Notre Dame is a boundless resource that will serve you well as each stage of your educational pilgrimage unfolds. During your time with us, our goal is to enable you to make the very best use of the many opportunities for intellectual growth and development that the University affords.

Hugh R. Page Jr., D.Min., Ph.D.
Dean, First Year of Studies
Vice President and Associate Provost, Undergraduate Affairs
Professor of Theology and Africana Studies
The First Year of Studies, the collegiate home for all first-year students, is dedicated to academic advising, an active partnership between students and our faculty of full-time professional advisors. Advising is much more than helping students register for classes. Rather, it is an on-going process that fosters intellectual and social growth, encourages independence and autonomy, and facilitates a sound approach to making some of life’s most important decisions. As students and advisors become acquainted, they forge a trusting relationship through which conversations about academic planning, intellectual, cultural and community engagement, and personal development can take place in meaningful ways. Student interests, needs, and concerns are always at the center of the advising relationship.

Your First Year advisor will be your primary mentor in your academic decision-making. Your advisor will challenge you to find an academic path that reflects your unique purposes and passions. This process of identifying, nurturing and supporting academic interests is fundamental. From summer communications, ePortfolio reflections, Welcome Weekend, group advising sessions and individual consultations in both fall and spring, your advisor will get to know your scholarly preparation from high school, assist in schedule building, monitor your academic progress, and endeavor to connect you with appropriate curricular and co-curricular opportunities to examine more fully growing academic interests. This advising relationship will give you an opportunity to articulate the connectedness of your academic pursuits.

Our advising process engages you with the deeper question of the purpose of your education. Because deep learning is not confined to classes, your advisor will encourage you to become an active member of Notre Dame communities that cultivate the habits of intellectual inquiry, cultural exploration, and social awareness. Advisors not only suggest activities, but also organize student activities to promote student engagement on campus and in the South Bend community. Students are encouraged to take First Year of Studies courses and participate in ND Ignite events.

Perhaps most importantly, advising in the First Year focuses on the holistic growth. Through dialogue, advisors teach students strategies of sound decision-making and help them gain balanced perspective throughout a challenging year of transition. As appropriate, advisors connect students to crucial University resources such as those that support academic performance and wellbeing. It’s about nurturing the virtues, values and strengths that students will need to be good people, good scholars, and good leaders for the 21st century.
Good communication with your First Year advisor and the First Year of Studies will be critical to your success at Notre Dame. Connecting with us online as soon as possible is very important.

**STEP 1: ACTIVATE YOUR NETID**

Connecting with us begins with activating your NetID. To activate your NetID, you will need your ndID number. Your ndID number is the primary identifier assigned to you by the Office of the Registrar. These nine-digit numbers that begin with “901” are used by the University in place of Social Security Numbers (SSNs). We will never ask for your SSN and you should not send it to anyone. First-year students receive their ndIDs, also known as “900 numbers,” in their Admissions packet and in an email to their home/personal email accounts at the beginning of May.

Your NetID is the logon ID used to check email and to log in to other University services. Each individual has a unique NetID that is a combination of the first letter of their first name and all or a portion of their last name. Some NetIDs also contain a number, depending on the number of individuals who have attended the University with that combination of first letter and last name.

Notre Dame assigns your NetID, your computer username, to you. You will receive an email from the First Year of Studies on May 5 with NetID and instructions on how complete the required process to activate your access to your ND resources.

**STEP 2: SIGN INTO YOUR ND EMAIL ACCOUNT**

Students are automatically assigned a Notre Dame Gmail account. We will send all of our communications to your ND email account. Please use only your ND email account to communicate with us.

Your ND email account can be accessed at [gmail.nd.edu](mailto:gmail.nd.edu). Use your NetID and the password you created to sign in.

Detailed information about your email account can be found at [oithelp.nd.edu/gmail-and-google-apps/gmail/](http://oithelp.nd.edu/gmail-and-google-apps/gmail/).

Email is the main way that both the First Year of Studies and your First Year advisor, as well as your professors, will send information to you, so it is vital that you learn to use Gmail in an organized way. Students often say that they are overwhelmed by the number of emails they receive — using the Gmail labeling function or some other method of organization from the start can be very useful for keeping up with important information. You will find more information about labeling and other Gmail functions at [oithelp.nd.edu/gmail-and-google-apps/gmail/basics/](http://oithelp.nd.edu/gmail-and-google-apps/gmail/basics/).
It is best practice to check your Notre Dame email account daily.

Please use proper etiquette when writing to your First Year advisor, or to other faculty and Notre Dame personnel. The use of titles such as “Professor,” “Dr.,” “Mr.,” or “Ms.” in a formal salutation is highly recommended. First names should not be used unless you have been given explicit permission to use them. It is also better to avoid slang or informal language in your emails to University offices or personnel.

**STEP 3: CONTACT YOUR ADVISOR**

You can call the First Year of Studies office at (574) 631-7421 from 8:00 am to 5:00 pm EDT to speak to an advisor by phone or to make an appointment.

You will receive an email from the First Year of Studies in early June giving you contact information for your assigned First Year advisor.

During the academic year, you can book appointments with your advisor online. You should bookmark your First Year advisor’s appointment page in your browser to make it easy to find.

A complete listing of advisors with their contact information and calendars can be found at firstyear.nd.edu/advisors.

**STEP 4: READ OUR COMMUNICATIONS**

In addition to information in the emails and information you will receive from your First Year advisor, the First Year of Studies will also send general communications and emails to help you meet your responsibilities and deadlines.

The First Year of Studies will send a monthly e-newsletter to your ND Gmail account starting in June.

Be sure to look for our monthly electronic newsletter which will have information about things like academic policies, procedures, or deadlines, and First Year events, as well as opportunities outside the First Year of Studies that are relevant to first-year students.

**The First Year of Studies also sends a monthly electronic email to parents or guardians.** You will find an online submission form for parent or guardian email addresses at firstyear.nd.edu/parentemail.

**STEP 5: SEND US YOUR TEST SCORES**

The First Year of Studies processes all credit and placement you may receive based on standardized test scores or on your performance on Notre Dame placement examinations, as well as any transfer credit you might receive for college-level work completed at other institutions of higher education. The other University schools and colleges, and their departments, however, determine what credit or placement will be awarded based on prior work and/or examination results. Approved credit is awarded by the Dean of the First Year of Studies and is entered on the official transcript maintained in the Registrar’s Office.

Entering first-year students typically may earn placement or credit by examination in four ways:

- The Advanced Placement (AP) Program Tests
- The International Baccalaureate (IB) HL Exams (IB SL exams are not currently accepted)
- The SAT II Subject Tests for French, German, Italian, and Spanish
- The Notre Dame Examination Program

A few departments in the University award credit or placement based on the results of the U.K.’s General Certificate of Education Advanced Level (GCE A Level) examinations. Your First Year advisor will be able to help you find out what credit you might be awarded if you have taken A Level exams.

You will find detailed information about credit by exam and our online submission form at firstyear.nd.edu/credit.

**STEP 6: LEARN TO USE IMPORTANT ONLINE RESOURCES**

**insideND**

insideND is the University’s web portal and online community. This portal makes it easy for you to find University information that answers your specific needs, saving you the trouble of searching multiple ND websites. insideND serves as a single log-in for your Webfile, Gmail, and Sakai accounts, and it is also the place where you will find all academic information like course offerings, schedules, and grades.

You log into insideND using your NetID and password. Once you are logged in, you will find categories within insideND that organize information into groupings like “First Year of Studies” or “Student Life.” All first-year students are given access to the First Year of Studies website and associated insideND links where we place official information and notifications. You can also use “fys” in the search bar to locate our information.

**Sakai**

All instructors are asked to post course materials on Sakai, a platform for learning and collaboration that houses course sites. Course sites are based on an academic term and are accessible by all course participants. The instructor should publish the course site on or before the first day of classes. If you do not have access to a Sakai site for one of your courses, you should contact the course instructor.

Make sure you know how to log into Sakai using your NetID and password. Sakai can be accessed using the URL sakai.nd.edu. You will also find Sakai in insideND and the ND Mobile App. During the summer, you will use Sakai to complete the Academic Code of Honor requirement. Instructions will be emailed to you in May.
ND ePortfolio

All first-year students are required to work with their advisors to start an ePortfolio that they will continue to build throughout their four years at Notre Dame. Your ePortfolio is essentially a digital multimedia resume. It will help you plan your career at Notre Dame and make the most of your time as an undergraduate, allowing you to set goals for yourself, develop a strategy for your classes, and explore resources that Notre Dame offers. Additionally, these ePortfolios are often used to apply for study abroad, internships, graduate schools, and employment opportunities.

Your First Year ePortfolio gives you the opportunity to share your thoughts on your transition to Notre Dame as well as your academic plans and progress with your First Year advisor. You will also have tabs within this ePortfolio for your assignments within the Moreau First Year Experience courses. Your ePortfolio will allow you to reflect on your experiences, and achievements throughout your first year.

Make sure you know how to log in at eportfolio.nd.edu using your NetID and password. You will find examples of other students’ ePortfolios at sites.google.com/site/ndeepresources/home/gallery. Instructions for starting your Advising ePortfolio will be emailed in June.

ND Mobile App

The ND mobile app is a resource for information about daily campus life at Notre Dame, including information on dining menus, grades and schedules, athletics, news, and more. In addition, the app gives you access to your course content in Sakai. If you need to use Notre Dame Security Police’s SafeBouND service, you can request a ride in the app. If you need help to find your way around campus, there are modules both for campus maps and indoor maps of popular campus buildings.

Welcome Weekend Site and App

All first-year students are required to attend and all parents are encouraged to attend Welcome Weekend, three days of programs, events, and information sessions that take place Friday through Sunday before the fall semester start date. Additional information and a schedule of events will be available in the coming weeks at welcomeweekend.nd.edu.

The University of Notre Dame Welcome Weekend Mobile App also includes resources for first-year students, as well as parents. Visit your mobile app store and search “Notre Dame Welcome Weekend” to install it on your device or you can use the web version. Updates to the agenda should be expected in the next few weeks.

NOVO

The University’s online registration system is called NOVO, which stands for “New Organization Via Online.” The Office of the Registrar replaced DART, Notre Dame’s old registration system, with NOVO in 2015. The system can be accessed through insideND.

Instructions for fall registration will be emailed to your ND account in late June.

For the fall semester, first-year students will not use a NOVO to register. You will receive an email in your ND Gmail account with detailed instructions for fall registration in the last week of June.

Important University Contacts

You should become familiar with these important University services and programs.

Office of the Registrar
registrar.nd.edu • (574) 631-7043

Office of Financial Aid
financialaid.nd.edu • (574) 631-6436

Office of Housing
housing.nd.edu • (574) 631-5878

Campus Dining
dining.nd.edu • (574) 631-7253

Student Accounts
studentaccounts.nd.edu • (574) 631-7113

Campus Ministry
campusministry.nd.edu • (574) 631-7800

Academic Services for Student Athletes
nd.edu/~assa • (574) 631-5585

University Counseling Center
ucc.nd.edu • (574) 631-7336

University Health Services
uhs.nd.edu • (574) 631-7497

International Student Services and Activities (ISSA)
issa.nd.edu • (574) 631-3825

Multicultural Student Programs and Services (MSPS)
msps.nd.edu • (574) 631-6841

Office of Disability Services
disabilityservices.nd.edu • (574) 631-7157

University Writing Center
writingcenter.nd.edu • (574) 631-5427

The Career Center
careercenter.nd.edu • (574) 631-5200

The Center for Social Concerns
socialconcerns.nd.edu • (574) 631-5293

The First Year of Studies Learning Resource Center
firstyear.nd.edu/lrc • (574) 631-5294

First Year Librarian
library.nd.edu/tsy
SELECT COURSES FOR FALL SEMESTER.

Your First Year advisor will build your fall semester schedule, taking into consideration your course preferences, credit by examination, and requirements for your current intended area of study.

Building fall schedules is a process. You may see changes in your schedule up to August 1.

You will communicate your course preferences to your advisor using our Course Preference Form. We will send specific instructions for the fall registration process to your Notre Dame email account in June that will include the deadline for Course Preference forms.

On the following page, we have organized your course options in categories that will show you how they relate to various University, college, or program requirements. Each category links to online course descriptions. Please read the descriptions carefully before making your preference selections.

Every first-year student must take five academic courses and the one-credit Moreau First Year Experience course. Your Moreau First Year Experience course will be assigned to you based on your residence hall. Other important points to keep in mind while considering your course options are:

- All first-year students are required to complete one semester of University Seminar and one semester of Writing and Rhetoric. Half of the first-year students will be assigned to a University Seminar during the fall semester, and the remaining half will take a University Seminar during the spring semester. If you have AP or IB credit for Writing and Rhetoric, you may still take this course.
- The School of Architecture and the Colleges of Arts and Letters, Business, Engineering, and Science each have specific requirements for math and science courses. If you are not sure which math or science course you should take, please consult your First Year advisor before making your selections.
- Several majors/programs have requirements that will impact a fall schedule.
- If you intend to study a language and are a beginner, you should check with your First Year advisor to find out if the department offers an intro course in both fall and spring. If you don’t take the class in the fall, you may have to wait until your sophomore year to start.

To Do List

June 1
- Review course descriptions.
- Submit the courses that you need or would like to take. by June 30

HONOR CODE
- Read the Honor Code guide and take the quiz in Sakai and sign the pledge. by June 30

Co-counselor: David Gasparetti, Associate Professor of Russian
5 ACADEMIC CLASSES and the Moreau First Year Experience Course make a complete first-year schedule for the fall semester.

Writing Requirement
First-year students are required to take one semester of Writing and Rhetoric and one semester of a University seminar to learn the art of argument and gain the persuasive ability to make a point with proper organization, evidence, logic, and style. AP or IB credit may exempt you from Writing and Rhetoric, but all students must take a University seminar course in either the fall semester or the spring.

Math Requirement
All Notre Dame undergraduates are required to take two semesters of mathematics, but the math courses you will take depend on your interests, background in math, and intended major. AP or IB credit can allow you to take a higher level course or exempt you from taking math.

Science Requirement
All Notre Dame students must take two semesters of science. Students interested in a science or engineering major, or pre-health will take laboratory sciences. If you are interested in a non-science major, you may take science courses that do not have labs and are organized around themes.

University Requirement or elective
You may take a course in history, social science, philosophy, theology, fine arts, or literature to satisfy one of your University requirements, or you may choose an elective course.

Program Requirement or elective
Some intended majors have program requirements that must be completed in the first year. All other majors allow for an elective choice. If your future school or college requires foreign language proficiency, or if you just want to learn one, you may enroll in a language course in your first year.

Moreau First Year Experience
FYS 10101 (fall) and FYS 10102 (spring) help orient new students to collegiate life at Notre Dame. Through weekly small-group meetings, students explore university resources and discuss topics such as health and well-being, academic success, spiritual life, career development, and cultural competence. Students use weekly prompts and ePortfolios to reflect on their academic, co-curricular, and campus experiences.
EXPLORE YOUR ACADEMIC OPTIONS.

If you don’t already know what it is you want to study, don’t worry! Using your first year at Notre Dame to discover the path that’s right for you is what the First Year of Studies is all about. Even if you already have a strong sense of what field of study you wish to pursue, you should use this time to explore the wealth of options at Notre Dame that can combine very diverse interests that you may have into a rich and challenging program of study.

While you will not formally declare your future college and major until the spring semester, you have to make at least a provisional decision about your future major(s) so that you can be registered for the appropriate classes for fall semester. You are not required to register for classes based on the major you listed on your Admissions application.

To help you make your initial choices, on our website you will find brief overviews of programs and requirements for the School of Architecture, the College of Arts and Letters, the Mendoza College of Business, the College of Engineering, and the College of Science. These pages link to more detailed information on their websites. Please review this information, keeping in mind that, at this time, you are choosing an undergraduate program and not a lifetime career. As you progress through your first year, you may change your plans concerning your college and/or major.

Thinking deeply about your possibilities for intellectual growth and development will be a very important part of your advising experience in the First Year of Studies.

As you explore your options, here are some important terms that you should think about and discuss with your First Year advisor as needed.

University, College, and Major Requirements

The University of Notre Dame is made up of one school, Architecture, and four colleges, Arts and Letters, Business, Engineering, and Science. Each of these units in turn is made up of departments that offer majors.

To rightfully say that you are a “Domer,” you must successfully complete a broad liberal arts curriculum in addition to completing the requirements of a particular major. This curriculum, established by the University
Academic Council, is commonly referred to as your University requirements.

You must complete the following requirements in order to graduate:

- 1 semester of University Seminar
- 1 semester of Writing and Rhetoric
- 2 semesters of mathematics
- 2 semesters of natural science
- 1 semester of history
- 1 semester of social science
- 2 semesters of philosophy
- 2 semesters of theology
- 1 semester of fine arts or literature
- 2 semesters of the Moreau First Year Experience

The University Academic Council has constructed a framework called the First Year Curriculum, a subset of University Requirements that Notre Dame students generally complete in their first year.

Architecture, Arts and Letters, Business, Engineering, and Science also have college requirements that must be completed before a student can be awarded a bachelor of architecture, bachelor of arts, bachelor of fine arts, bachelor of business administration, bachelor of science in engineering, or bachelor of science degree.

Departmental requirements are what define your major; these are often referred to as major or program requirements.

Course attributes are codes used to categorize courses for the fulfillment of academic requirements. They are listed in NOVO and identified in our course descriptions. These codes will help you understand how a course applies to what you must complete in order to graduate.

Major

In order to graduate from Notre Dame, all students must complete the University Requirements that define our liberal arts curriculum; the specific college requirements unique to the school or college in which they pursue a major; and the major or program requirements for the major they declare. Students also need elective courses, those not required by the university, the college or the major, in order to have enough credit hours for graduation. At the end of your first year with us, you will formally declare your college. In the case of the school of Architecture, all students pursue the same degree; in the case of the College of Science and Engineering, you will declare a major at the end of your first year; in the case of the College of Arts & Letters, you may declare a major at the end of your first year or until the end of your second year; and in the case of the Mendoza College of Business, you will declare you major in your second year.

Second Major and Supplementary Major

In some colleges, you may have the option of pursuing majors in two departments, referred to as having a second or double major. A second major or double major between colleges is also possible. It generally requires the completion of all the University requirements, the requirements of the college of your first major, and the requirements of both majors. In general, a single course may not satisfy requirements for both majors.

A supplementary major is an academic program, generally consisting of eight courses. It can be completed in addition to a major, but it cannot stand alone in qualifying a student for an undergraduate degree.

Minor

Minors are optional secondary fields of study that provide the means to pursue interests that fall outside your major field of study. A minor usually requires five courses, but requirements vary. Many minors are interdisciplinary in nature. Some minors are available through Notre Dame's Centers and Institutes, so you may also want to become familiar with those programs; a complete listing of them can be found at firstyear.nd.edu/minors.

Concentration

Some majors allow for concentrations, but not all. Concentrations usually require the completion of three courses recognized by your college and department and can indicate an additional area of specialization in your undergraduate degree.

Dual-Degree Programs

Some students may find that the dual degree option best suits their needs. A dual degree allows you to complete two undergraduate degrees in different colleges. These programs generally require five years to complete.

You must complete all of the university requirements, all of the requirements for both colleges, all of the requirements for both majors, and the total number of degree credits specified for a dual degree in the two colleges. While the total number of hours required does depend on the two major programs, the minimum required total number of degree credits is set to be 30 degree credits beyond the college total for the college with the greatest required number of degree credits.

Dual degree programs are available in Arts and Letters with Engineering and Science with Engineering.

Electives

Electives are optional courses that may not satisfy the requirements of the University, your college, or your department. The number of elective courses you can take varies depending on your future school or college, ranging from 0 to 36 credit hours. You should use electives as an opportunity to look more deeply into an interest that you already have, or to explore new intellectual territory that may lead you to new abilities and interests.

Service Learning

Notre Dame is committed to providing opportunities for students to put their faith and values into action and to learn about social issues from first-hand experience. Not only do many colleges and departments offer service learning options, but you will find a wide variety of seminars and programs available through the Center for Social Concerns at socialconcerns.nd.edu.

Study Abroad

Notre Dame students may spend an academic year, a semester, or a summer of study in one of over 40 programs around the world. For a complete list, see international.nd.edu/study-abroad.

It takes careful planning to participate in one of the study abroad programs without delaying graduation or limiting choice of major. If you select a program, plan your curriculum in consultation with your First Year advisor.
If you completed your Honor Code requirement by the deadline, your fall schedule will be available through insideND on August 1. The summer phase of fall scheduling will be complete on that date, so the schedule you see in NOVO on that day will remain unchanged unless you see your First Year advisor to request adjustments. Advisors will begin to see students about course changes on the Monday before classes start, Schedule Adjustment Day, and continue to see them until the University’s last day for course changes, the sixth class day after the semester starts.

You should be sure to see your First Year advisor on Schedule Adjustment Day if:

• You do not have five academic courses and the Moreau First Year Experience course (do not count labs, course tutorials, musical activities, and other voluntary activities as separate academic classes);
• You have a schedule conflict, i.e., classes meeting at the same time;
• You are scheduled for a course for which you have already earned credit by examination through the AP or IB programs or through taking a Notre Dame credit exam
• You are considering one of the International Study programs for sophomore year participation and are not registered for both a science and a foreign language; or
• You have another serious concern about your class schedule such as a change in your intended program of study.

Your advisor may send specific instructions for course change meetings to your Notre Dame email account.

All first-year students must attend and their parents are encouraged to attend Welcome Weekend, August 18-20.

All first-year students are required to attend Welcome Weekend, which begins with Move In on Friday before fall semester starts and continues through Sunday. The weekend will be filled with a wide variety of activities for both students and parents. Your parents are not required to attend, but we hope they will come and enjoy our official welcome to Notre Dame with you.

Required First Year of Studies Events

Many people and parts of the University will be involved in the excitement of Welcome Weekend.
The events that are specifically for the First Year of Studies that you must attend are:

- The Moreau First Year Experience plenary session on Saturday morning
- Your first Moreau class session following the Moreau First Year Experience plenary session
- Your first group meeting with your First Year advisor on Saturday afternoon

The Moreau First Year Experience will be an important part of your transition to Notre Dame. In the plenary session, University leaders, including Dean of the First Year of Studies Hugh Page and Vice President of Student Affairs Erin Hoffmann Harding will explain the purpose and founding principles of the course. They will talk about the pedagogy of Blessed Basil Moreau, founder of the Congregation of Holy Cross, whose conception of education as “the art of helping young people to completenes” will help you have a meaningful experience in your first year at Notre Dame. Students who completed the Moreau First Year Experience last year will also share their impressions from the course as well as their perspectives on the challenges and successes of their transition to Notre Dame.

Following the plenary session, you will meet with your Moreau instructor and classmates. In this first class session, you will get to know a group of people who will play an important role in your growth as a Notre Dame student. Your discussion will be a brief introduction to the course, not only the topics you are going to examine, but more importantly how this course is an opportunity for you to integrate your academic work with new experiences on campus. Your Moreau class forms a supportive community for you in which you can explore issues and experiences related to faith, service, culture and wellness and apply them to your own development.

Your first advising session will introduce you to important upcoming tasks and orient you to the First Year of Studies advising process. At Notre Dame, advising is more than helping you choose and register for classes. The First Year of Studies advising faculty guide students through each step of the first-year academic process. Through individual and group advising meetings, your advisor will help you articulate your values and aspirations and craft a comprehensive academic plan. Your advisor will also teach you how to navigate University resources so that you can achieve your goals.

**Notre Dame Placement and Credit Testing**

The First Year of Studies administers exams for placement in foreign language and credit in mathematics. These exams are designed for the specific requirements of math and foreign language courses at Notre Dame. Students who want to take Notre Dame placement or credit exams will meet the test coordinator at the First Year of Studies office in DeBartolo Hall at 9:00 am on Welcome Weekend Friday. **Pre-registration is required.**

**ND Roll Call**

A few days before each semester begins, you will receive an email from the Office of the Registrar with a link to ND Roll Call. You will have roughly two weeks to complete the ND Roll Call questions. The period to answer will end at midnight on the last day for all class changes—the 6th class day. **If you do not answer ND Roll Call by the deadline, all of the courses on your schedule will be dropped.**

**Your Campus ID Card**

Your Irish1 Card serves to authenticate access to accounts and services, both on and off campus. From dining and building access, to athletic events and campus services, it’s your key to Notre Dame.

The Campus Card Office oversees card production, provides identification, security, and the convenience of card technology to the Notre Dame community.

**To obtain your University of Notre Dame Campus ID Card you will need the following:**

- Your valid government-issued photo ID (driver’s license, passport, or state issued ID card) and
- your ndID number (begins with ‘90’) or netID (alpha-based prefix to your @nd.edu account).

The Campus Card Office will offer extended hours during Welcome Weekend. These hours will be posted on welcomeweekend.nd.edu in June.
If you are here, you are a high-achieving high school student with a record of success. Becoming a college student, though, represents a significant change in academic culture and your life as a student will be very different at Notre Dame. Now is a good time to consider how ready you are for this change and what you might do to meet the challenge.

In high school, you were most likely in class for six hours a day, five days a week, and you probably studied two to three hours a night, meaning that about two-thirds of your academic time was spent in the classroom under the direct supervision of an instructor. At Notre Dame, you will be in class about 15 hours a week and your professors will expect you to put in at least two hours of independent work for every hour you spend in class. That means that your academic situation will soon be reversed, with only one-third of your time spent with an instructor and with significantly less direct supervision of your learning. Testing tends to be less frequent in college than in high school and you will have more long-term assignments. All professors maintain office hours and are available to assist you, but you must be able to tell them what help you need, making academic self-management crucial to maintaining success. Be proactive — talk with your First Year advisor about the First Year of Studies’ Program in Academic Excellence to learn more about how effective college-level learning strategies might help you. You should also talk to your advisor about resources like the Learning Resource Center, the Writing Center, the Center for the Study of Languages and Cultures, and the First Year Librarian — these programs provide assistance tailored to the needs of first-year students.

Along with good self-management, an attitude of curiosity and a willingness to explore are all-important to becoming a highly successful college student. Perhaps in high school you had little choice about the subjects you took, but Notre Dame’s schools and colleges offer you a veritable intellectual candy store of subjects to choose from within the framework of your University requirements. All of these courses, many of them not part of a high school curriculum, build skills and interests that will serve you well no matter what you choose to do once you leave the University. You may be surprised by what you find if you use your options within your First Year Requirements as opportunities to try something new. Remember, there is not...
always a one-to-one correspondence between majors and careers. You should consult your First Year advisor and Notre Dame’s Career Center as you consider what your future might be after you complete your first year at Notre Dame and leave the First Year of Studies for your next academic home, the School of Architecture, the College of Arts and Letters, the Mendoza College of Business, the College of Engineering, or the College of Science.

Fall semester advising appointment

In the month of September, you should schedule an individual appointment with your First Year advisor that will take place before Fall Break in mid-October.

Make an appointment to see your First Year advisor before October 14.

As a student in the First Year of Studies, you have been assigned an academic advisor who will assist you in planning your academic program, provide information about the University’s resources and college life. Life as a Notre Dame student is very demanding. A good working partnership with a First Year advisor is a key factor in making a successful transition to our scholarly community.

Over the next nine months, your First Year advisor will work closely with you to ensure that you have a coherent educational plan for your four years at the University. Your advisor will also help you define your aspirations and values and learn how to use your skills and abilities to achieve them.

You can schedule your advising appointments on your advisor’s online calendar at firstyear.nd.edu/appointment.

Peer Advising

The Peer Advising program provides you with the opportunity to engage in meaningful conversations with a reliable and well-informed upper-level student. Your peer advisor will help you adjust to Notre Dame by listening to your challenges and concerns, answering your questions about academics and campus life, and informing you about campus resources.

Absences from class

Official University excuses for absences are granted only by the Office of Student Affairs for absences due to participation in approved University-organized activities, personal illness, or death in the immediate family. The penalty for excessive unexcused absences is determined by the professor of the course and is announced by the professor at the beginning of the semester. Although the First Year of Studies cannot provide an official University excuse, if you expect to miss or have missed several classes for a good reason, you should notify your rector, your First Year advisor, and your professors so that appropriate arrangements can be made to complete the missed work.

You should never miss a scheduled class unless it is absolutely necessary. Attendance in most classes is mandatory.
Success in your first year at Notre Dame involves more than just going to class and getting good grades — not only do you need to participate fully in the classroom, but you should be open to the life-changing experiences that engaging with art, music, literature, religion, history, science, and mathematics outside the classroom will bring. Students who actively engage with our many campus communities, both formal and informal, make a smoother transition to the University and have a richer, more fulfilling first-year experience.

Finding your place in our community is so important that the Rev. Hugh Page, Dean of the First Year of Studies, has created a set of “must-do” activities called The Dean’s A-List to inspire you to find your unique calling at Notre Dame and to recognize you for what you achieve outside the classroom in your first year.

The Dean’s A-List is a part of our ND Ignite initiative, a group of events and activities that are designed to engage you in meaningful interactions with Notre Dame faculty and resources, and to provide you with an opportunity to contribute something of your own to our intellectual and cultural communities.

All NDignite programs and events will bring you into contact with faculty members and other first-year students in informal settings. Whether it’s Legends Night Club, Reckers Restaurant, or a faculty member’s home, you will be meeting people in ways that are very different from knowing them as an instructor or as classmates. These contacts will introduce you to the world of educated discourse, give you a chance to get to know people outside your major and field, and help you develop a network of relationships where you can share interests and ideas. The people you will meet through NDignite will both challenge you and support you as you engage in thoughtful conversations and broaden your perspectives.

If you are not sure where to start in finding community, talk with your First Year advisor about what your interests and hobbies are. Your advisor is well-versed in the many resources and opportunities at Notre Dame and will be able to connect you with new possibilities for personal and intellectual development.

Here are a few ideas to start your thinking about this important aspect of your first year:

### The Center for Social Concerns
helps students find co-curricular activities in service, advocacy,
community organizing, and other means of becoming engaged locally in addressing social concerns.

Campus Ministry fosters spiritual growth through worship and prayer, reflection and service, and education and faith formation. You can also help as an usher, server, or lector at the Basilica of the Sacred Heart. For students of all faiths — there are many kinds of worship on campus — you can connect with through Campus Ministry.

Your residence hall will have many activities that you can join, and Student Government and the Student Activities Office are good places to look for opportunities to participate and make a difference at Notre Dame.

International Student Services and Activities supports students who are coming to Notre Dame from other countries and Multicultural Student Programs and Services offers educational, networking, cosponsorship, and community organizing services and opportunities to the entire campus, most particularly students from groups that have been historically underrepresented at Notre Dame. The Gender Relations Council develops programs and services that address healthy relationships, gender, and sexuality consistent with the Catholic character of the University.

The Arts should be a part of your Notre Dame experience. From the Snite Museum of Art, the DeBartolo Center for the Performance Arts, the Department of Music, the Department of Art, Art History, and Design, and Shakespeare at Notre Dame, to the student-run radio station WVFI and TV station NDtv, there are many places for you to find and express creativity at the University.

The President’s Forum calls on the entire campus to consider an issue of national or international importance over the course of the academic year and, each year, our schools, colleges, departments, and centers bring hundreds of distinguished leaders and scholars from all over the world to the Notre Dame campus to connect students like you with what’s going on in the world. Take a look at what’s happening in the Kroc Institute for International Peace Studies, the Kellogg Institute for International Studies, the Nanovic Institute for European Studies, and the Institute for Latino Studies, as well as the event calendars for the School of Architecture, the College of Arts and Letters, the Mendoza College of Business, the College of Engineering, and the College of Science to find forums, talks, or conferences that may interest and challenge you. The Notre Dame Main Calendar brings together events from all over campus in a central location.

Mid-Semester Grades

On Monday of Fall Break, your instructors will submit your mid-semester grades. These grades will be available online in insideND and a paper copy of your grades will be mailed to your home address.

For students with a letter grade of “C-,” “D,” or “F” instructors will also submit a deficiency report that identifies specific problems in class performance. The deficiency report does not become part of a student’s permanent record — it does not harm the student in any way. In many cases, students who receive deficiencies at mid-term are able to bring their averages up to a “B,” or even an “A” by the end of the term.

Deficiency reports are a tool to help first-year students and their advisors proactively address academic problems. If you receive a deficiency report, contact your advisor immediately after returning from Fall Break. Your advisor will work with you to develop solutions to maximize your class performance and help you choose the best options for your academic career.

Requirements for Dropping a Course

To drop a course, you must first meet with your academic advisor.

Every course drop must be approved by the Dean. You must continue to attend class until you have received formal notification in writing that you that drop is approved by Dean Page.

Remember, completion of the First Year requirements is a top priority. These requirements include: a minimum of 24 credit hours; a Writing and Rhetoric course, two semesters of math, two semesters of either science or a foreign language, at least one semester of another University requirement chosen from history, social science, theology, philosophy, literature, or fine arts, and one course in the University Seminar format. If you do not meet these requirements, you will be retained in the First Year of Studies until you do.

Registration for Spring Semester

All first-year students will register online for the spring semester using NOVO. When you return from Fall Break, you should look for an email message from your advisor for details about mandatory Registration Planning Meetings. Your academic advisor will conduct these general advising meetings to assist you in planning for spring registration. You will be given detailed information about major/program requirements, how to build a schedule, a Registration Information for Spring handout, and your PIN, or Personal Identification Number, needed to access NOVO during your assigned registration time.
Your First Year advisor will conduct general advising meetings to assist you in planning for your spring courses. These meetings are mandatory.

At these meetings, you will be given information about program (major) requirements, how to build a schedule, registration information for Spring 2017, and your PIN (Personal Identification Number), needed to access the online registration system. Be sure to check NOVO for registration holds.

For special situations and individual assistance, you should make an appointment with your advisor after attending your general advising meeting.

First-year students will register in the fourth registration period, November 28-29.

Your time ticket will be available to you in NOVO. You can view detailed instructions on how to use NOVO online.

First Semester Final Exams

Be sure you know your final exam schedule. Talk to your advisor immediately if you have questions about the time or location of an exam.

See you advisor as soon as possible IF:

• You have more than two exams scheduled on the same day.
• You have more than three exams in a 24-hour period.
• You have more than one exam scheduled at the same time.

Issues with your exam schedule must be submitted to your First Year advisor before noon on December 2.

If you are having problems in class that are related to a learning disability, you may take be able to access accommodations through the Office of Disability Services.

To Do List

Thanksgiving Holiday is November 22-26, 2017, Wednesday through Sunday. Classes will be held on Tuesday.

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Moreau Digital Badge

The Moreau Digital Badge is designed to acknowledge students’ intentional commitment to deep lifelong learning anchored in values consonant with the highest goals and aspirations of the University of Notre Dame. The top 15% of students in the Moreau First Year Experience will be nominated by their instructors. Nominated students will enhance their required ePortfolios by demonstrating how their broader Notre Dame experiences, discoveries, and values, the very “art of completeness” about which Moreau writes. All students who satisfy the judging criteria will be recognized with a badge. For more information, visit the ePortfolio@ND Badge Directory page.

Final Exams

You will have three reading days to prepare for the final examination period for the first semester — but most examinations are comprehensive, so don’t rely on last minute cramming! Adequate preparation requires good time management and effective use of study resources.

The Learning Resource Center provides review sessions for math and sciences that will start on your first reading day and will continue right up to the scheduled exams for each course. Each session will be 2 hours long and tutors will be available to answer your questions. Start your review early and come to the sessions with your questions ready. You will be sent an email with the review session schedule in the last week of class.

Grades for the First Semester

Dean’s Honor List

Students on the Dean’s Honor List will be notified officially after the beginning of the second semester. A student qualifies for the Dean’s Honor List by achieving a GPA for the semester that is in the top 30% of the class.

Probation and Dismissal

Students on probation will be notified officially after the beginning of the second semester. Students to be dismissed because of academic failure will be notified after the grades are made available.
Your Undergraduate Research Options

Research, scholarship, and creative endeavor at Notre Dame focus on transformative interdisciplinary efforts that aim to save lives, influence policy, and lift barriers to human development. If you are interested in the possibility of conducting an inquiry or investigation that will involve you in real research questions and allow you to contribute to scholarly work, talk with your First Year advisor in the spring semester about what you might like to do and participate in the First Year of Studies Research Forum.

Taking part in undergraduate research can help you:

• Gain in-depth knowledge of research techniques
• Apply what you learn in the classroom in the real world, making your learning both relevant and practical
• Become intimately acquainted with the research and literature in your chosen field
• Experience how your efforts can contribute to a field of research, often while traveling and meeting people from all over the world

Learn more about research opportunities and possible funding for your undergraduate research:

The Graduate School's Research Experiences for Undergraduates (REU) Programs

The College of Arts and Letters Institute for Scholarship in the Liberal Arts Undergraduate Research Opportunity

The College of Engineering Undergraduate Research Opportunities

The College of Science Fall Undergraduate Research Fair

The Center for Undergraduate Scholarly Engagement

Office of International Studies
Summer Study Abroad Programs

Interested in a summer study-abroad program? You will find more information and the online application through the links below. If you have questions, contact your First Year advisor.

You could study abroad through any of the following programs:

• Doing Business in Brazil
• Summer China Business & Culture
• China Summer Engineering Program
• China Summer Language Program
• Summer Berlin, Germany
• Summer Greece
• Summer Dublin, Ireland
• Ireland Inside Track
• Summer Rome, Italy
• Summer Japan Business & Culture
• Summer Jerusalem
• Summer South Africa
• Summer Toledo, Spain
• Summer London, United Kingdom
• Summer Uganda
Schedule Adjustment

Advisors will begin to see students about course changes on the Monday before classes start, Schedule Adjustment Day, and continue to see them until the University's last day for course changes, the sixth class day after the semester starts.

College Declaration

The formal declaration of your future college takes place in the spring semester and requires a meeting with your First Year Advisor who will help you complete the necessary paperwork. Before this meeting takes place, you will be asked to complete a set of mid-year self-reflection questions that will provide background information to help your advisor support you in making a well-informed decision about the future of your studies at Notre Dame.

The assignment of your Web Registration Personal Identification Number (PIN) for the fall of your sophomore year will be based on your formally declared college information, so it is important that you complete this requirement between the second week of spring semester classes and the mid-term break. You will receive your PIN from your new college at a general advising session that will take place in April, called “PIN Nights.” You must attend the session for your future college to receive the PIN that will enable you to register.

ePortfolio and Self-Reflection

Your First Year ePortfolio gives you the opportunity to chronicle your thoughts on your transition to Notre Dame as well as your academic plans and progress with your First Year advisor. You will also have tabs within this ePortfolio for your assignments within the Moreau First Year Experience courses. Your ePortfolio will allow you to chronicle your reflections, experiences, and achievements throughout your first year.

Each year, Student Government organizes Majors Night, an event for first-year students and other Notre Dame undergraduate students considering their options for majors and minors.

The Career Center also holds a Winter Career and Internship Fair that introduces first-year students to career opportunities.
Major Information Events

Beginning in late January and continuing through April, directors of undergraduate studies (DUSs) in various departments will hold major information events for first-year students. These events are a valuable tool for:

- Understanding the details of major/program requirements
- Getting a good sense of the sort of work the major requires
- Networking with professors and administrators who will help you complete a program
- Meeting other students who are interested in the field as well
- Thinking about career pathways from a major

You might also be looking for information on the options for a supplementary major, minor, or concentration.

The format of these meetings varies from department to department. For some, the meetings are organized in a lecture format with multiple speakers who will give general information and then take questions; others are very informal drop-in hours where students can talk one-on-one with a DUS.

In some instances, a department requires future majors to attend a spring information session because students are required to complete documentation there in order to be able to register for courses for the fall semester that are restricted to majors. Failure to attend these meetings will cause problems with your fall schedule in your sophomore year if your major requires one.

All major information events are posted on the events calendar on the First Year of Studies website, firstyear.nd.edu/events. You should check the events calendar regularly because events may be posted at any time. The calendar will also include departmental lectures, performances, discussions, and other types of events suggested by the department that help you get a sense of what your field or fields of interest are like.

Don’t forget to check the event calendar for the spring semester ND Ignite events. These events are another way to find out more about departments and their faculty.

To Do List

February through March

MAJOR INFO

Check the calendar on the First Year of Studies regularly for major information events.

DECLARATION

You must complete your formal college declaration process to register for fall semester of your sophomore year.

February through March

Learn more about potential majors.

Don’t forget to check the event calendar for the spring semester ND Ignite events. These events are another way to find out more about departments and their faculty.

by Spring Break

DECLARATION

You must complete your formal college declaration process to register for fall semester of your sophomore year.

Check the calendar on the First Year of Studies regularly for major information events.

You may also learn about majors from upper-class students. Visit the ePortfolios of our peer advisors to see what kind of work, research, and internships students undertake in a variety of majors.

Check the calendar on the First Year of Studies regularly for major information events.
College Declaration Process

The formal declaration of your future college takes place in the spring semester and requires a meeting with your First Year advisor. Since each of the colleges and the School of Architecture has its own requirements in addition to the University requirements, registration for the fall semester of your sophomore year may require you to make specific course choices based on your college and/or major. Now is the time to make some more concrete decisions about your academic future.

In your mandatory college declaration meeting, your advisor will help you complete the required documentation and will talk with you in depth about your academic decision-making process. Before this meeting takes place, you will be asked to complete a set of mid-year self-reflection questions that will provide background information to help your advisor support you.

The first year at Notre Dame is designed to keep your options for college and major open as much as possible while keeping you on track for graduation in four years. With almost two semesters of college course work completed, you should have some knowledge of a wide variety of academic disciplines. You may now be interested in pursuing something that you had not considered at the start of the year, or you may need to confirm the intentions you already have in place.

The assignment of your Personal Identification Number (PIN) for registration for fall of your sophomore year will be based on your formally declared college information, so it is important that you complete this requirement between the second week of spring semester classes and the mid-term break. You will receive your PIN from your new college at a general advising session that will take place in April, called “PIN Nights.” You must attend the session for your future college to receive the PIN that will enable you to register.

Graduation Progress System

Graduation Progress System (GPS) is accessed through insideND. GPS will show you how the courses you’ve selected apply to your degree program. You will find an instructions on how to use GPS at firstyear.nd.edu/GPS.

In GPS, you will be able to find the college and major that are currently on file for you in the Office of the Registrar.

In March, you will receive an email with the FYS Advising Survey. The survey is administered through the Office of Strategic Planning & Institutional Research and your responses will be completely confidential. When the First Year of Studies receives the results of the survey, we take them seriously and use them to make improvements in our work.
As you leave the First Year of Studies and prepare for your sophomore year, you will begin to work with two levels of advising that are in place to help you reach graduation.

**College Advising Offices**

The offices of undergraduate studies in the School of Architecture, the College of Arts and Letters, the Mendoza College of Business, the College of Engineering, and the College of Science are your resource for college requirements and processes like study abroad approval, scheduling, and approval for graduation. Each Notre Dame student is assigned an advisor in these offices.

**Directors of Undergraduate Studies**

Each department within a college also has a director of undergraduate studies (DUS) that helps students navigate the requirements of a major, supplemental major, minor, or concentration. As you transition to your sophomore year, you may need to meet with a DUS to be able to register for fall courses reserved for majors.

**PIN Night**

Your Personal Identification Number (PIN) is a four-digit number that you need to access NOVO, the online registration system, to register for the first semester of your sophomore year. In the fall, you received your PIN from your First Year advisor at your mandatory November registration meeting. In the spring, it’s your future college or, in some cases, your departmental advisor who will have your PIN. You must attend a mandatory advising meeting for your college or department to receive it. These advising events are traditionally called “PIN Nights.”

In these meetings, your new advisor will:

- explain the specific college and degree requirements that you have to meet after you leave the First Year of Studies.
- help you plan a schedule for fall registration.
- inform you about important procedures and processes

It is very important that you attend these meetings, so make sure you know when they are. These events will be posted on the First Year of Studies website calendar and will appear in our monthly newsletter beginning in January. You will also receive an email in your ND Gmail account giving you details shortly before the event is scheduled.

To Do List

- **PIN NIGHT**
  - Check the calendar on the First Year of Studies regularly for PIN Nights and required department events.
  - April 24 - May 6
  - firstyear.nd.edu/events

- **CIF**
  - You must complete the Course Instructor Feedback to receive your final grades a week early.
  - A paper copy of your grades will not be sent unless you request it.
  - cif.nd.edu

**MEET YOUR NEW ADVISORS.**

The First Year of Studies organizes the “First-Year Sorting Ceremony” to celebrate the accomplishments of first-year students and mark their transition to their new collegiate homes. This event includes a special Harry Potter-themed dessert buffet, representatives from school and college faculty, University speakers, and live entertainment. We hope that you will join us to say farewell!