

## Course Updates and Clarifications Spring 2022

Please pay close attention to the following course information as it may impact your course planning for the spring term. The information below follows two prior emails about registration and includes any last-minute updates and instructions for spring term registration. All course planning and registration instructions are located on the [MBA Student Portal](#).

### Course Cancellations

- *FIN 60720 Real Estate Development Process* - Course now extends into Interterm and early break.
- *FIN 70100 Investing and Philanthropy* - Practitioners are unable to teach the course.

### Course Clarification

- *FIN 70640 Applied Investment Management (AIM)* - Student Service will notify students when they are administratively enrolled in this application-based course.
- *FIN 76040 Seed Investor Practicum* - The course is officially a two-credit course. The course begins in Interterm and concludes in Mod 4. Students Services will provide registration information with the Interterm and Practicum process will be shared before registration open as we continue work with the faculty member.
- *Interterm* - Students participating in BOTFUL and Frontlines in America are administratively enrolled for Interterm. All other Interterm information regarding enrollment and registration is forthcoming by the start of the spring term in January.

### Communications and Ethics Requirements

Communications and Ethics courses will be restricted during registration phase 1 to accommodate graduating students still needing one or both requirements. Please note the following:

- Restrictions will be limited to MBA Accelerated and MBA 2 year, second-year students.
- Restrictions will be lifted during registration phase 2, and anyone will be able to register for these courses.

## Registration Reminders

### Schedule Building

- Build your schedule using [PATH Class Search](#).
- Follow these [instructions](#) on creating your Spring 2022 Semester plan.
- When you finalize your plan, click the "MY PLAN" button to review and save it.
- Complete the registration process by logging into [NOVO](#).

**Please Note:** You cannot register for classes before Tuesday, November 16<sup>th</sup> starting at noon.

### NOVO Tips Using PATHS Functionality

- You can add all of the classes in your PATH Plan by clicking the "ADD ALL" button.
- You can select individual classes in your PATH Plan by clicking the "ADD" button next to the course(s) you wish to select.
- After choosing your selections, you must click SUBMIT to register for classes.

### Registration Errors

All "Departmental Approval Rec'q" errors are updated and correct except for any course noted above. If you receive this error and subsequently secure approval, you must upload the approval and link it to the Department Approval form. We will process these approvals during the registration period.

If you receive a registration error, it only affects that specific course. The rest of your plan will register according to availability.

#### **“Departmental Approval Required” Error**

- It is your responsibility to reach out to the instructor and obtain approval to register for the course. It is NOT an automatic process with NOVO.
- Once you have received instructor approval, you must notify Student Services by completing the [Department Approval](#) form and providing documentation from the instructor verifying your entry.
- All approvals will be verified and processed through the registration process.
- If able, Student Services will register you for the course and communicate all updates.

#### **Waitlist Feature | Opens at 5:00 p.m. ET on November 18 (Registration Phase 2)**

Student Services recommends using the [Waitlist Request Form](#) (also available on the MBA Portal) if you are unsuccessful in securing your desired course. Please note the following:

- Waitlist entries are processed on a first-come, first-served basis.
- The waitlist opens at 5:00 p.m. ET on Thursday, November 18. Until then, students should monitor class availability.
- Waitlist processing will begin on Monday, November 22, through the last day to add a class for Mod 3 (for Mod 3 classes).

#### **Timelines**

Use the [Registration](#) section of the MBA Student Portal for helpful registration tools.

The registration timeline for the Spring 2022 semester is as follows:

	Registrants	Open	Close	Restrictions
Registration Phase 1	MBA (OY & TY)	Noon – Tuesday, Nov. 16, 2021	Noon – Wednesday, Nov. 17, 2021	Primary Major Courses
Registration Phase 2	MBA (OY & TY)	Noon - Thursday, Nov. 18, 2021	11:59 p.m. – Sunday, Nov. 21, 2021	None
Registration Phase 3	MBA (OY & TY)	Noon – Thursday, Nov. 23, 2021	11:59 p.m. – Sunday, Jan 9, 2022	None

**Reminder:** *Registration | Phases 1-3. Phase 1 of registration will open on Tuesday, November 16th, at noon. Remember, during Phase 1, the major required classes will be restricted to those students who need them for their primary major. In Phases 2 – 3, those required classes will be “unrestricted,” and all MBA courses open to all MBA students regardless of major (course conditions still apply).*

We hope this information is helpful and as always, feel free to reach out with any questions at [mgpstusvcs@nd.edu](mailto:mgpstusvcs@nd.edu).