Return to Campus Discussion Series

We'll begin momentarily...

Northwestern

Agenda

- Welcome from Assistant Provost for University Records and University Registrar Jaci Casazza
- Introduction of panelists
 - Miriam Sherin, Associate Provost for Undergraduate Education
 - Kelly Mayo, Dean of The Graduate School
 - Taya Carothers, Assistant Director, Office of International Student and Scholar Services
 - Jim Stachowiak, Director of Assistive Technology and Assistant Director, AccessibleNU
- Responses to submitted questions
- Resources for additional information

Vaccination Requirement

- Students in non-remote programs must either be vaccinated or have received an exception to register for classes
- Both reporting vaccination and requesting an exception are two-step processes
 - Step 1: Supply vaccination details or select the type of exception requested
 - Step 2: Upload an image that proves your vaccination or a personal statement or medical documentation
- Students who have not taken these steps have a hold already
 - The hold will come off automatically within 15 minutes of completing Steps 1 and 2
- The final deadline to comply will be announced soon, and will likely be in early September
- Consequences for not complying include
 - Inability to take classes
 - Reduced campus and service access because of non-enrollment
- Students with exceptions must test twice weekly, complete daily symptom tracking and wear a mask in all indoor shared spaces.

Class Modalities

- Northwestern programs are returning to their traditional modalities
 - Most classes will meet in person
 - Some graduate programs are experimenting with offering remote sections of classes for evening and weekend students
 - Undergraduate classes will meet in person unless there is a pedagogical reason to meet remotely
 - Very few, if any, courses will be taught in a hybrid format
- Individual students should not request exceptions to class modalities
 - Experience during the pandemic indicates that students were less satisfied with hybrid courses
 - Over time, students chose to attend courses exclusively remotely when hybrid was offered

Registration Overview

- Registration appointments for returning undergraduates and new transfers for preregistration begin today and tomorrow. Open registration appointments begin Thursday, Aug. 19.
- Returning graduate students begin registering Thursday, Aug. 19
- New undergraduates register Thursday, Sept. 9 or Friday, Sept. 10 at individual appointment times
- New graduate students will register during the second week of September
- All quarter-based graduate and undergraduate students have until the end of last day
 of the first week of the quarter Monday, Sept. 27 to add classes

Preparing for Registration: Clear Any Holds

- <u>COVID vaccination requirement</u>: If you have completed both steps, you will not have a hold
- <u>Immunization requirement</u>: Illinois-mandated immunizations must be complete, or you must secure a single-term extension
- <u>COVID Acknowledgement</u>: Review and agree to the COVID code of conduct
- <u>Emergency Information</u>: Submit or update/confirm your local address, emergency contact person and emergency phone number
- <u>Balance Due</u>: For returning students with significant unpaid balances, contact <u>Student Finance</u> to arrange payment. <u>Your financial aid office</u> is a great resource for information about how to finance your education.

Returning and New Transfer Undergraduate Registration

- No changes to the registration process other than the timeline
- Northwestern is returning to traditional grading this year
- Students' individual registration appointment days and times are posted in CAESAR
- Undergraduate pre-registration begins today, Aug. 16
 - Undergrads who have formally declared <u>certain majors</u> can pre-register for up to two classes in their major
- Grad and undergrad registration begins Thursday, Aug. 19
- Find these and other important dates on the <u>academic calendar</u>
 - Remember to check the deadlines for dropping classes and withdrawing from the quarter, as well as the deadline for tuition adjustment

New Undergraduate and Graduate Registration

- Taking three classes each quarter (1 unit of credit each) makes a student full-time. Most students take four classes.
- Registration appointment days and times are assigned to each person
 - Undergrad appointments are <u>rotated</u> each quarter to ensure fair and equal access. All grad students have the same appointment.
 - Undergrads can find their registration appointment times in <u>CAESAR</u> now. You will register with your PA group in the first week of September. The time also is noted in Purple Prep.
 - New grad students will register in the second week of September. Appointments will be posted in CAESAR by Sept. 1.

Preparing for Undergraduate Registration

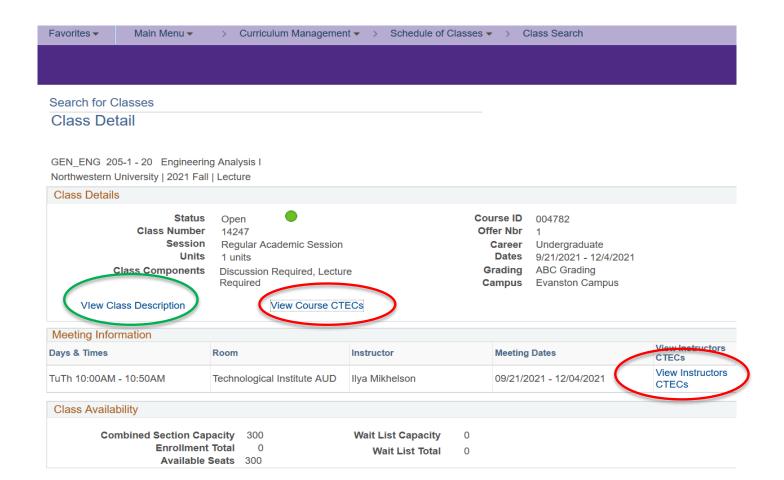
- Returning students: Connect with your advisor via <u>ConnectNU</u>
- New students: Purple Prep includes information about meeting with your advisors and details about student-led Reg101 sessions by school:
 - Aug. 30 at 7 p.m.: McCormick
 - Aug. 31 at 7 p.m.: WCAS
 - Sept. 2 at 7 p.m.: SoC/SESP/Medill
- Find links to <u>undergrad advising offices</u> around campus
- Review school and major websites for recommended first-year undergraduate courses. Here are all the school pages.
- Put the classes you're hoping to take along with a few second choices in your CAESAR shopping cart so you're ready at your appointment.

Registration and Class Search Tips

- Find nuts-and-bolts details about how to register, prepare, get CAESAR help and change your schedule on <u>this registrar page</u>
- Review the <u>final exam schedule</u> and plan to avoid registering for classes with conflicting exams
- Review the <u>academic catalog</u>, which contains detailed information about program and school requirements, courses and policies
 - If your school isn't listed here, check your program website for a student handbook that will contain similar information

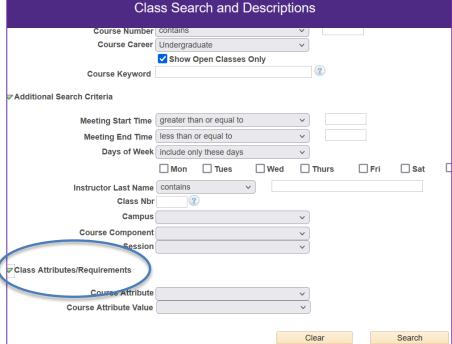
Registration and Class Search Tips

- Find classes and related information in CAESAR
 - Review Course and Teacher Evaluations (CTECs) linked from each class
 - Review Class Descriptions, also linked from each class, that include required materials and other important details
 - Try out the search options under "Additional Search Criteria" and "Class
 Attributes/Requirements," which help you find classes by time, requirement, instructor, etc.
 - Returning undergraduates (except those in McCormick) and Law students can review degree
 progress and search for classes that meet outstanding requirements via their CAESAR <u>degree</u>
 progress report. McCormick undergrads will find similar information in the <u>McCormick Advising</u>
 System.



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Class Search and Descriptions Search for Classes Institution Northwestern University Hover for Search Tips Term 2021 Fall Select at least 2 search criteria. Select Search to view your search results. Class Search Subject Course Number contains Course Career Undergraduate ✓ Show Open Classes Only Course Keyword Additional Search Criteria Meeting Start Time greater than or equal to Meeting End Time less than or equal to ~ Days of Week include only these days ■ Tues ■ Wed ■ Thurs ☐ Fri ☐ Sat Sun Instructor Last Name | contains Class Nbr Campus **Course Component**



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Undergraduate Students

- Classes will take place almost exclusively in-person
 - Individual students will not be permitted to participate remotely in in-person classes
 - Class recordings will be available in some classes
 - Some instructors will offer remote office hours
- Academic Support
 - Peer tutoring and drop-in tutoring will take place in person
 - Writing consultations will be available in person and remotely
- Advising
 - Schools and units will offer remote and in-person advising appointments

Graduate Students

- All health and safety policies the same as for undergraduate students
- Some differences in processes and resources
- Work locally with your graduate department or program
 - Be in contact with your department or program, if you have not yet done so
 - Follow all program guidelines
 - Research requirements
 - Teaching assignments
 - Expectations of relevant funding agencies
 - Work directly with the Director of Graduate Studies (DGS) within the department/program on registration/classes
- We are here to help
 - Online orientation will go live Aug. 23
 - gradservices@northwestern.edu or tgs.northwestern.edu

- Inform OISS about visa and travel delays
 - All international students should inform their OISS Advisor about any visa delays, visa
 appointment cancellations and travel restrictions preventing you from travel by emailing
 intoff@northwestern.edu

- Arrival parameters for international students
 - International students with an F-1 or J-1 visa can enter the U.S. for the first time up to 30 days before the program start date listed on your I-20 or DS-2019 form
 - New undergraduate students must arrive on campus no later than Sept. 26. The last day to add fall classes is Sept. 27.
 - Graduate students should work with their academic departments to request approval for a late arrival, if needed
 - New international graduate students must arrive no later than 30 days after their program start date on their I-20 or DS-2019 to activate their immigration record
 - All international students must enroll full-time each term

- International Student Orientation
 - International student orientations are mostly online through the Canvas platform with selfguided information and live online events
 - Certain logistics and airport pickups will be in person
 - Undergraduate International Student Orientation (ISO) begins Sept. 11 with an early move-in option Sept. 8
 - Graduate International Student Orientation (GISO) is Sept. 9

- Northwestern's VPN: Global Protect
 - Install GlobalProtect VPN to register for classes remotely, access Canvas, and for any other remote study or work via https://kb.northwestern.edu/94726
 - If you need technical assistance, please contact the IT Support Center at 847-491-4357 (1-HELP) or via email at consultant@northwestern.edu

Accessible NU

- AccessibleNU (ANU) is the campus office responsible for overseeing academic and programmatic accommodations for students with disabilities
 - Should a faculty or staff member need accommodations, they would contact the Office of Equity
- ANU's process for determining academic accommodations remains the same
 - Complete the ANU application
 - Submit documentation describing your condition and the effects it has in an academic setting.
 - Meet with an ANU advisor to begin the interactive process of determining reasonable accommodations. All accommodations are considered on an individual, case-by-case basis.

Accessible NU

Mask and Other Requests

- Should you need a mask exemption due to a disability, follow ANU's process for consideration
- If you are Deaf or Hard of Hearing and rely on lip reading, ANU has clear masks to provide instructors and/or students to assist lip readers
- If you have a disability-related reason to request a different kind of accommodation, follow ANU's process

Potential Masking in Class

If masking guidelines loosen and masking is no longer required indoors, you may still
encounter classes in which you are required to wear a mask due to accommodations for
another student or faculty member in your class

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Resources

- COVID-19 and Campus Updates website northwestern.edu/covid19
- Future Return to Campus sessions
 Aug. 24, 7 p.m.: Students and families
 Aug. 25, noon: Faculty and staff
 northwestern.edu/covid19-discussion-series
- Vaccination information vaccine@northwestern.edu
- Return to Campus information returntocampusteam@northwestern.edu