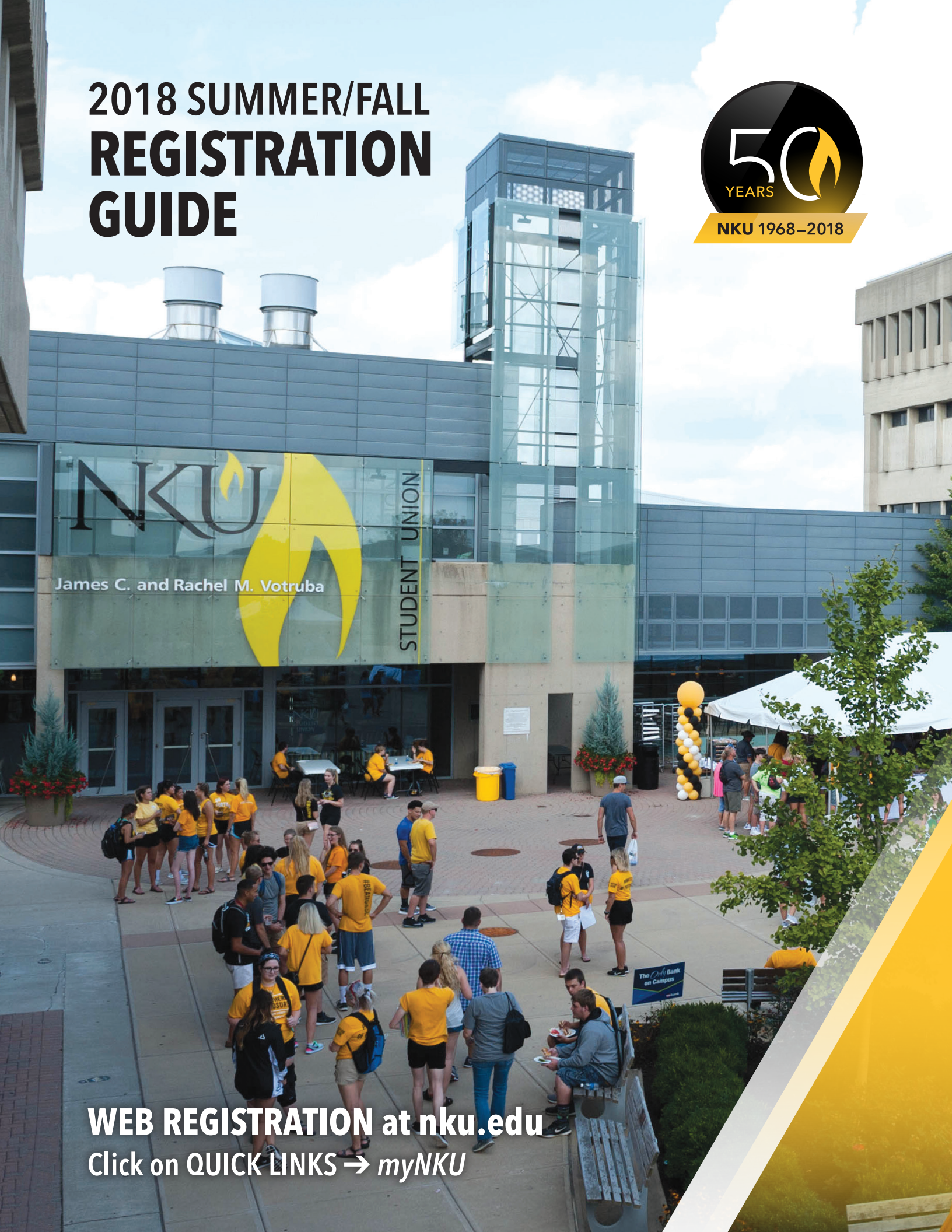


2018 SUMMER/FALL REGISTRATION GUIDE



James C. and Rachel M. Votruba

STUDENT UNION

WEB REGISTRATION at nku.edu
Click on QUICK LINKS → *myNKU*

2018 SUMMER AND FALL REGISTRATION GUIDE

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FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records, including:

- I. The right to inspect and review the student's education records within 45 days of the day the university receives a request for access.

Students should submit to the registrar, dean, head of the academic department or other appropriate official a written request that identifies the record(s) they wish to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- II. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading.

If the university decides not to amend the record as requested by the student, the university will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- III. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent, including:

- (a) Disclosure without the student's consent is permissible to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic, research or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- (b) FERPA allows the institution to routinely release information defined as "directory information." The following student information is included in the definition: the student's name, address, e-mail address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, enrollment status (including full-time, part-time, not enrolled, withdrawn and date of withdrawal), degree and awards received and the most recent previous education agency or institution attended by the student. When a student wants any part of the directory information to remain confidential, an official request form must be completed in the Office of the Registrar within the first five days of class of each school term.

- IV. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Northern Kentucky University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605**

Questions pertaining to the Family Educational Rights and Privacy Act may be directed to registrar@nku.edu.

SHOW YOUR FACE OR LOSE YOUR SPACE

NKU students are expected to attend the first scheduled class session of each course for which they are enrolled. If a student does not attend the first day of class, the instructor may drop the student for non-attendance.

Students who know they will be absent must contact their instructor(s) prior to the first class meeting to explain their absence and request to remain enrolled in the course.

ACADEMIC ADVISING REQUIREMENTS FOR REGISTRATION

The proper selection of courses is important for every NKU student. Therefore, you are encouraged to meet with your academic advisor prior to registration each term. As part of the advising process, you may be REQUIRED to have your class schedule approved before you are eligible to register. The following criteria have been established for each division of students who MUST see their academic advisor prior to registration.

ACADEMIC WARNING

The first time an undergraduate student's overall GPA drops below 2.00 (or below 1.66 if the student has fewer than 16 semester credit hours), the student is placed on academic warning and will receive a letter indicating the student's status and the consequences of being on academic warning. When a student is placed on academic warning a registration hold is placed on the student's record, which prevents the student from registering for classes prior to meeting with an advisor. The student will be required to meet with an advisor to remove the registration hold and to develop a plan for improving the student's academic performance. Finally, the student will be advised to take advantage of the university's many services that support student success. Please note: Academic warning does not apply to graduate students.

ACADEMIC PROBATION

Students who are not in good academic standing will not have access to online registration, as long as there is a registration hold placed on their account. Students on academic probation must first see their academic advisor. After obtaining registration approval from their academic advisor, students on academic probation MUST receive approval from their academic dean's office prior to attempting to register for classes. NO EXCEPTIONS. Graduate students should refer to the Graduate catalog for academic probation information.

COLLEGE OF ARTS AND SCIENCES

Anthropology	All students are required to meet with an advisor.
Biological Sciences	All students are required to meet with an advisor.
Chemistry	All students are required to meet with an advisor.
Engineering Technology	All students are required to meet with an advisor.
English	All students are required to meet with an advisor.
History & Geography	All students are required to meet with an advisor.
Mathematics & Statistics	All students are required to meet with an advisor.
Music	All students are required to meet with an advisor.
Physics & Geology	All students are required to meet with an advisor.
Political Science & Criminal Justice	All students are required to meet with an advisor.
Psychological Science	All students are required to meet with an advisor.
Sociology & Philosophy	All students are required to meet with an advisor.
Theatre & Dance	All students are required to meet with an advisor.
Undeclared	All students are required to meet with an advisor.
Visual Arts	All students are required to meet with an advisor.
World Languages & Literatures	All students are required to meet with an advisor.

HAILE/US BANK COLLEGE OF BUSINESS

All new majors with fewer than 30 hours in the Haile/US Bank College of Business (freshmen, transfers and readmits) should be advised. All construction management majors (CMGT) should be advised. The Haile/US Bank College of Business Advising Center is located in BC 206, 859.572.6134.

COLLEGE OF EDUCATION AND HUMAN SERVICES

All pre-education majors (including secondary education majors who are students in the College of Arts & Sciences) need to meet with an advisor.

Pre-athletic training	All students are required to meet with an advisor.
Exercise Science	All students are required to meet with an advisor.
Social Work and Human Services	All students are required to meet with an advisor.

COLLEGE OF HEALTH PROFESSIONS

Nursing	All pre-major undergraduate nursing students are required to meet with an advisor, including post-bachs. All students in the four-year BSN Program are required to meet with an advisor, including post-bachs. All students in the Accelerated BSN Program are required to meet with an advisor, including post-bachs. All undeclared students in the CHP are required to meet with an advisor.
Allied Health	All pre-major undergraduate Respiratory Care students are required to meet with an advisor, including post-bachs. All pre-major undergraduate Radiologic Science students are required to meet with an advisor, including post-bachs.
Advanced Nursing Studies	All RN-BSN pre-majors are required to meet with an advisor. All RN-BSN majors are required to meet with an advisor.

COLLEGE OF INFORMATICS

Communication	Students with 45 hours or less are required to meet with an advisor.
Computer Science and Computer Information Technology	Students with 45 hours or less are required to meet with an advisor.
Business Informatics	All students with 60 hours or less are required to meet with an advisor.
Undeclared	All students are required to meet with an advisor.

NORSE ADVISING (NA)

All university programs degree-seeking students are required to see an advisor, UC 210, 859.572.6900. Students in non-degree post-associate and post-baccalaureate programs, students undeclared in post-associate and post-baccalaureate programs and non-degree students are not required to see an advisor unless on academic probation.

2018 SUMMER AND FALL REGISTRATION OPPORTUNITIES

PRIORITY REGISTRATION BEGINS **MARCH 22, 2018**

Undergraduate students enrolled within the two academic years and Graduate students enrolled within the last four academic years, with the exception of a consortium and other visiting students, who have no registration holds are eligible to register during the priority registration period. Students are strongly encouraged to seek academic advising and register for classes as early as possible.

GRADUATE, POST-BACCALAUREATE, UNDERGRADUATE AND TRANSFER PRIORITY REGISTRATION

START DATE/TIME	Thursday 3/22/2018 - 6:00 a.m.			
STUDENT GROUP	All Graduate & Post Baccalaureate Students 0+ earned credit hours (includes newly admitted graduate students) Senior and Transfer students with 90+ earned credit hours			
START DATE/TIME	Monday 3/26/2018 6:00 a.m.	Wednesday 3/28/2018 6:00 a.m.	Monday 4/2/2018 6:00 a.m.	Monday 4/9/2018 6:00 a.m.
STUDENT GROUP	Junior and Transfer Students with 60 - 89 earned credit hours	Sophomore and Transfer Students with 30 - 59 earned credit hours	Freshman and Transfer Students with 0 - 29 earned credit hours	Open Registration - *Newly admitted Freshmen students

ADDITIONAL REGISTRATION OPPORTUNITIES BEGIN MONDAY APRIL 9, 2018

New students, readmission, non-degree, consortium and visiting students admitted for winter and/or spring may register after receiving written notification of acceptance to NKU from the Office of Admissions. All new degree-seeking students MUST see an academic advisor prior to registering for their first semester at NKU.

LATE REGISTRATION - MONDAY, AUGUST 20, 2018

\$25 LATE FEE ASSESSED

Late registrations will not be accepted after the date indicated on the academic calendar as the last day to enter a class. Eligible degree and non-degree seeking students can register. New degree-seeking freshmen and new transfer students MUST register prior to the first day of classes. Visit orientation.nku.edu for information.

FALL 2018 FULL SESSION EXAM SCHEDULE

Final exam times listed below are for Full Session classes only and are for standard meeting-times. Exam times for all Fall sub-session classes will be held during the last regularly scheduled class meeting. Summer exam times will held during the last regularly scheduled class meeting. Please visit Academic Calendars for additional information. All other non-standard meeting time classes must check with their instructor.

TIME OF EXAM	SATURDAY (S) DEC. 9	MONDAY (M) DEC. 11	TUESDAY (T) DEC. 12	WEDNESDAY (W) DEC. 13	THURSDAY (R) DEC. 14	FRIDAY (F) DEC. 15
8:00 - 10:00 a.m.		Classes beginning at 9:00 MWF	All Sections ACC 200 & 201	Classes beginning at 8:00 MWF	Classes beginning at 8:00 TR	Classes beginning at 7:00 MWF or TRF
10:10 a.m. - 12:10 p.m.	Classes beginning at 9:00 S	Classes beginning at 11:00 MWF	Classes beginning at 9:25 TR	Classes beginning at 10:00 MWF	Classes beginning at 10:50 TR	Classes beginning at 12:00 MWF
1:00 - 3:00 p.m.	Classes beginning at 12:15 S	Classes beginning at 2:00 MWF or M only	Classes beginning at 12:15 TR	Classes beginning at 1:00 MWF	Classes beginning at 1:40 TR	Classes beginning at 2:00 WF or F only
3:10 - 5:10 p.m.		Classes beginning at 3:20 MW, or 4:00 MWF	Classes beginning at 3:05 TR, or 3:20 T only	Classes beginning at 2:00 MW or M only	Classes beginning at 3:20 R only	Classes beginning at 3:00 MWF or 3:20 WF
4:30 - 6:30 p.m.		Classes beginning at 4:30 M only or 4:40 MW	Classes beginning at 4:30 T only	Classes beginning at 4:30 W only	Classes beginning at 4:30 R only or 4:45 TR	Classes beginning at 4:40 WF, and 5:00 MWF
6:45 - 8:45 p.m.		Classes meeting 6:15 M only or MW	Classes meeting 6:15 T only or TR	Classes meeting 6:15 W only or 7:45 MW	Classes meeting 6:15 R only or 7:45 TR	Classes meeting 6:15 F only



SUMMER 2018 ACADEMIC CALENDAR

Priority Registration for all summer sessions is March 22, 2018, through April 9, 2018. Visit the Priority Registration Schedule to find your day to register, which is based on your total earned credit hours.

TUITION AND FEES ARE DUE MAY 7, 2018 (Students who register after May 7, 2018, tuition is due at the time of registration.)

SUMMER 2018 FULL SESSION // MAY 7 - AUGUST 10

May 7 (Mon)	First day of classes
May 15 (Tues)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
May 24 (Thurs)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop with a 50% tuition adjustment
May 28 (Mon)	Memorial Day - University Closed/No Classes
July 3 (Tues)	Last day to drop a course with a grade of W
July 4 (Wed)	Independence Day - University Closed/No Classes
August 10 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
August 14 (Tues)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 3 WEEKS // MAY 7 - MAY 25

May 7 (Mon)	Classes Begin
May 8 (Tues)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
May 9 (Wed)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
May 17 (Thurs)	Last day to drop a course with a grade of W
May 25 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
May 28 (Mon)	Memorial Day - University Closed/No Classes
May 30 (Wed)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 7 WEEKS 1 // MAY 7 - JUNE 22

May 7 (Mon)	Classes Begin
May 10 (Thurs)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
May 15 (Tues)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
May 28 (Mon)	Memorial Day - University Closed/No Classes
June 4 (Mon)	Last day to drop a course with a grade of W
June 22 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
June 26 (Tues)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 8 WEEKS // MAY 7 - JULY 2

May 7 (Mon)	Classes Begin
May 10 (Thurs)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
May 16 (Wed)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
June 4 (Mon)	Last day to drop a course with a grade of W
July 2 (Mon)	Last day of classes Final Examinations (last regularly scheduled class meeting)
July 4 (Wed)	Independence Day - University Closed/No Classes
July 6 (Fri)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 5 WEEKS 1 // MAY 29 - JULY 2

May 29 (Tues)	Classes Begin
May 31 (Thurs)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
June 4 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
June 18 (Mon)	Last day to drop a course with a grade of W
July 2 (Mon)	Last day of classes Final Examinations (last regularly scheduled class meeting)
July 4 (Wed)	Independence Day - University Closed/No Classes
July 6 (Fri)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 10 WEEKS // MAY 29 - AUGUST 7

May 29 (Tues)	Classes Begin
June 4 (Mon)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
June 11 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop with a 50% tuition adjustment
July 4 (Wed)	Independence Day - University Closed/No Classes
July 9 (Mon)	Last day to drop a course with a grade of W
August 7 (Tues)	Last day of classes Final Examinations (last regularly scheduled class meeting)
August 10 (Fri)	9:00 a.m. Faculty deadline for grade submission

SUMMER 2018 ACADEMIC CALENDAR

CONTINUED

SUMMER: 6 WEEKS // JUNE 11 - JULY 20

June 11 (Mon)	Classes Begin
June 13 (Wed)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
June 18 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
July 4 (Wed)	Independence Day - University Closed/No Classes
July 5 (Thurs)	Last day to drop a course with a grade of W
July 20 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
July 24 (Tues)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 7 WEEKS 2 // JUNE 25 - AUGUST 10

June 25 (Mon)	Classes Begin
June 28 (Thurs)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
July 2 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
July 4 (Wed)	Independence Day - University Closed/No Classes
July 23 (Mon)	Last day to drop a course with a grade of W
August 10 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
August 14 (Tues)	9:00 a.m. Faculty deadline for grade submission

SUMMER: 5 WEEKS 2 // JULY 9 - AUGUST 10

July 9 (Mon)	Classes Begin
July 11 (Wed)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
July 13 (Fri)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
July 27 (Fri)	Last day to drop a course with a grade of W
August 10 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
August 14 (Tues)	9:00 a.m. Faculty deadline for grade submission



FALL 2018 ACADEMIC CALENDAR

Priority Registration for all fall sessions is March 22, 2018 through April 9, 2018 for current students. Visit the Priority Registration Schedule to find your day to register which is based on your total earned credit hours.

TUITION AND FEES ARE DUE AUGUST 20, 2018 for students who register prior to that date.
Students who register after August 20, 2018, tuition and fees are due at the time of registration.

FALL 2018 FULL SESSION // AUGUST 20 - DECEMBER 7

March 22 (Thurs)	Priority Registration begins for current students
April 9 (Mon)	Early Registration begins
August 20 (Mon)	Classes begin
August 27 (Mon)	Last day to drop with a 100% tuition adjustment Last day to add a course Last day to change grading option (letter grade, audit, pass-fail)
September 3 (Mon)	Labor Day - University Closed/No Classes
September 10 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
October 1 (Mon)	Faculty begin submitting full session mid-term grades Undergraduate students and academic advisors may access full session mid-term grades
October 13 (Sat)	Midterm
October 15 - 16 (Mon-Tues)	Fall Break - University Open/No Classes
October 17 (Wed)	9:00 a.m. Faculty deadline for submitting full session mid-term grades
October 22 (Mon)	Deadline for filing application for degree candidacy for Spring graduation with the Office of the Registrar. Late fees applied after this date.
October 29 (Mon)	Last day to drop a course with a grade of W
November 21 (Wed)	University Open/No Classes
November 22 - 23 (Thurs-Fri)	Thanksgiving Holiday - University Closed/No Classes
December 7 (Fri)	Last day of classes
December 8 - 14 (Sat - Fri)	Final Examinations
December 15 (Sat)	Commencement
December 18 (Tues)	9:00 a.m. Faculty deadline for grade submission

FALL 5 WEEKS 1 // AUGUST 20 - SEPTEMBER 21

August 20 (Mon)	Classes Begin
August 22 (Wed)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
August 24 (Fri)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
September 3 (Mon)	Labor Day - University Closed/No Classes
September 7 (Fri)	Last day to drop a course with a grade of W
September 21 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
September 25 (Tues)	9:00 a.m. Faculty deadline for grade submission

FALL 7 WEEKS 1 // AUGUST 20 - OCTOBER 5

August 20 (Mon)	Classes Begin
August 23 (Thurs)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
August 27 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
September 3 (Mon)	Labor Day - University Closed/No Classes
September 10 (Mon)	Faculty begin submitting mid-term grades Undergraduate students and academic advisors may access mid-term grades
September 12 (Wed)	Midterm
September 14 (Fri)	9:00 a.m. Faculty deadline for submitting mid-term grades
September 17 (Mon)	Last day to drop a course with a grade of W
October 5 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
October 9 (Tues)	9:00 a.m. Faculty deadline for grade submission



FALL 2018 ACADEMIC CALENDAR

CONTINUED

FALL 5 WEEKS 2 // OCTOBER 1 - NOVEMBER 2

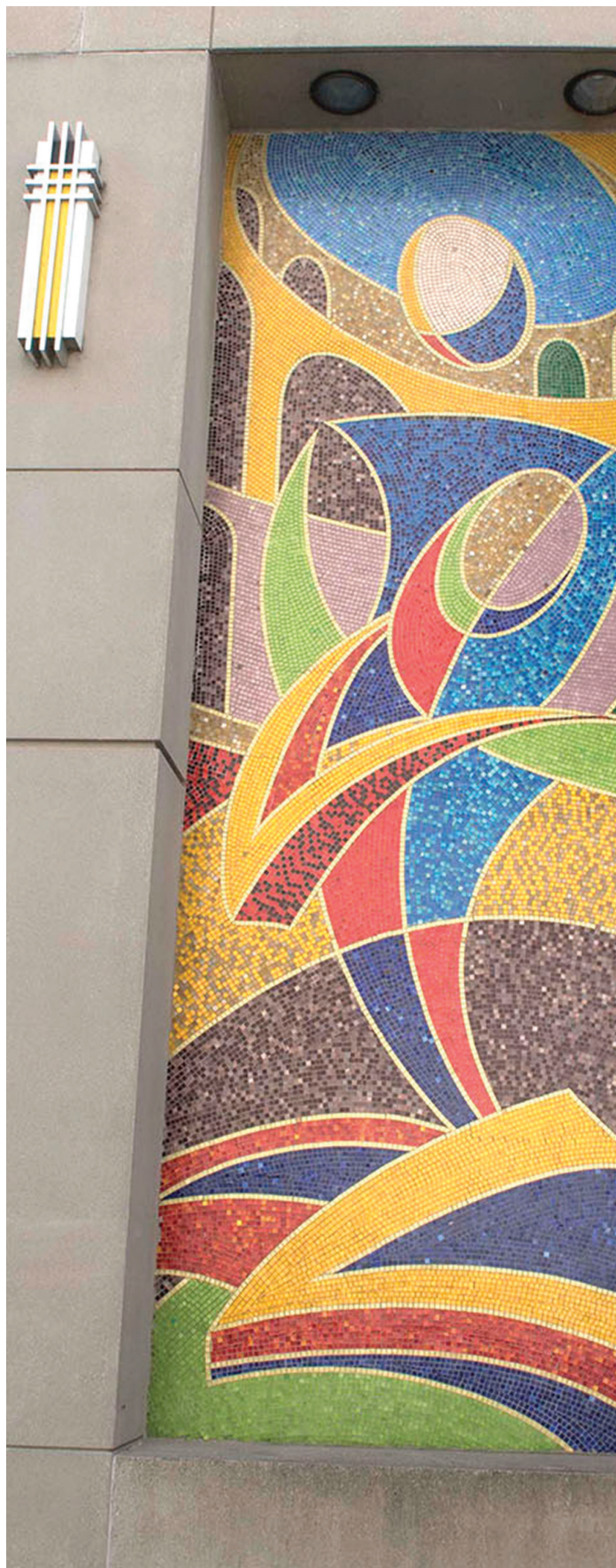
October 1 (Mon)	Classes Begin
October 3 (Wed)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
October 5 (Fri)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
October 19 (Fri)	Last day to drop a course with a grade of W
November 2 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
November 6 (Tues)	9:00 a.m. Faculty deadline for grade submission

FALL 7 WEEKS 2 // OCTOBER 17 - DECEMBER 7

October 17 (Wed)	Classes Begin
October 20 (Sat)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
October 24 (Wed)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
November 12 (Mon)	Faculty begin submitting mid-term grades Undergraduate students and academic advisors may access mid-term grades
November 14 (Wed)	Midterm
November 16 (Fri)	9:00 a.m. Faculty deadline for submitting mid-term grades
November 19 (Mon)	Last day to drop a course with a grade of W
November 21 (Wed)	University Open/No Classes
November 22 - 23 (Thurs - Fri)	Thanksgiving Holiday - University Closed/No Classes
December 7 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
December 11 (Tues)	9:00 a.m. Faculty deadline for grade submission

FALL 5 WEEKS 3 // NOVEMBER 8 - DECEMBER 14

November 8 (Thurs)	Classes Begin
November 10 (Sat)	Last day to register or enter a course Last day to drop with a 100% tuition adjustment Last day to change grading option (letter grade, audit, pass-fail)
November 12 (Mon)	Last day to drop a course without a grade appearing on a student's transcript Last day to drop a course with a 50% tuition adjustment
November 21 (Wed)	University Open/No Classes
November 22 - 23 (Thurs - Fri)	Thanksgiving Holiday - University Closed/No Classes
November 30 (Fri)	Last day to drop a course with a grade of W
December 14 (Fri)	Last day of classes Final Examinations (last regularly scheduled class meeting)
December 18 (Tues)	9:00 a.m. Faculty deadline for grade submission



HOLDS IN myNKU

AND THE ACTIVITIES THAT ARE IMPACTED

HOLD DESCRIPTION

How hold is seen in myNKU

CONTACT REGARDING HOLD

Whom to contact to have the hold removed

ADD/CHG COURSE

Means that the hold prevents a course to be added or changed on the student record

TRANSCRIPTS

Means that the hold prevents the ordering of a transcript

GRADE REPORT

Means that the hold prevents the student from printing the grades report in Student Self-Service

DIPLOMA

Means that the hold prevents the printing/ mailing of the student's diploma

HOLD DESCRIPTION	CONTACT REGARDING HOLD	ADD/CHG COURSE	TRANSCRIPTS	GRADE REPORT	DIPLOMA
ACADEMIC HOLDS					
9000-Undergraduate Probation	Academic Advisor, Asst. Dean/Director of Advising	X			
9001-Graduate Probation	Office of Graduate Education (859) 572-6364	X			
9002-1st Academic Suspension	Assistant Dean/Director of Advising or Program Director	X			
9003-2nd Academic Suspension	Assistant Dean/Director of Advising or Program Director	X			
9004-Final Academic Suspension	Assistant Dean/Director of Advising or Program Director	X			
9005-Assessment Needs	Institutional Research (859) 572-5338				X
9007-Dismissal from Program	Assistant Dean/Director of Advising or Program Director	X			
9008-Incomplete Course Eval	Course Evaluation Team (eval@nku.edu)		X	X	
9010-Academic Warning	Academic Advisor	X			
9503-AELP Registration Hold	International Student and Scholar Services, (859) 572-6517	X			
ADVISOR REGISTRATION HOLDS					
9101-Major Declaration Req	Academic Advisor	X			
9102-Advising International	Office of International Students and Scholar Services, (859) 572-6517	X			
9103-Advising Hold	Academic Advisor	X			
9104-Complete Req Deficiency	Academic Advisor	X			
9105-Change of Major Hold	Academic Advisor	X			
9106-Cert Pre Maj Hold	Academic Advisor	X			
9107-Academic Success Hold	Academic Advisor	X			
9108-SOAR Scholar Hold Student	Scholarships, Opportunities, Achievements & Results, PJ Ball (859) 572-6960, Lindsey Walters (859) 572-6390	X			
9109-CINSAM Scholar Hold	Center for Integrative Natural Science and Mathematics, PJ Ball (859) 572-6960, Lindsey Walters (859) 572-6390	X			
9204-Student Support Hold	Student Support Services, (859) 572-5138	X			
9212-Honors Program Hold	Honors Program, David Kime (859) 572-5602	X			
9214-Immigration Hold Student	International Student and Scholar Services, (859) 572-6517	X			
9215-Pathfinders Program Hold Student	Norse Advising (859) 572-6900	X			
9217-Academic Deficiency	Academic Advisor	X			
STUDENT ACCOUNT SERVICE HOLDS					
9300-SA General Hold	Student Account Services (859) 572-5204	X	X		X
9301-SA At Collection	Student Account Services (859) 572-5204	X	X		X
9302-SA Balance > \$100	Student Account Services (859) 572-5204	X	X		X
9303-SA Balance < \$100	Student Account Services (859) 572-5204		X		X
9304-SA Perkins Loan	Student Account Services (859) 572-5204	X	X		X
9305-SA Prior Yr Bal >200	Student Account Services (859) 572-5204	X	X		X
9306-SA Bal>\$100 Send to DOR	Student Account Services (859) 572-5204		X		
9307-SA Financial Warning	Student Account Services (859) 572-5204	X	X		X
9308-SA Repeat Fin Warning	Student Account Services (859) 572-5204	X	X		X
9309-SA Uncollectable	Student Account Services (859) 572-5204	X	X		X
9310-SA KY DOR Collection Ag	Student Account Services (859) 572-5204	X	X		X
9311-SA Internal Payment Plan	Student Account Services (859) 572-5204	X	X		X
9312-SA Active Military	Student Account Services (859) 572-5204	X	X		X

HOLD DESCRIPTION

How hold is seen in myNKU

CONTACT REGARDING HOLD

Whom to contact to have the hold removed

ADD/CHG COURSE

Means that the hold prevents a course to be added or changed on the student record

TRANSCRIPTS

Means that the hold prevents the ordering of a transcript

GRADE REPORT

Means that the hold prevents the student from printing the grades report in Student Self-Service

DIPLOMA

Means that the hold prevents the printing/ mailing of the student's diploma

HOLD DESCRIPTION	CONTACT REGARDING HOLD	ADD/CHG COURSE	TRANSCRIPTS	GRADE REPORT	DIPLOMA
CREDENTIAL HOLDS					
9500-UG Credential Hold	Office of Admission (859) 572-5220	X			
9501-GR Credential Hold	Office of Graduate Education (859) 572-6364	X			
9502-International Credential Hold	International Student and Scholar Services, (859) 572-6517	X			
9504-Ohio Rec Deferment	Transfer Services, (859) 572-5547	X			
DISCIPLINARY HOLDS					
9700-Student Conduct Hold	Office of Student Conflict, Rights and Advocacy (859) 572-5147	X			X
FINANCIAL AID HOLDS					
9400-FINA Default on Stafford	Student Financial Assistance (859) 572-5143	X	X		X
9401-FINA Repayment to KHEAA	Student Financial Assistance (859) 572-5143	X	X		X
9402-FINA Repayment to Pell Gr	Student Financial Assistance (859) 572-5143	X	X		X
9403-FINA No Exit Interview	Student Financial Assistance (859) 572-5143	X			
9404-FINA Repayment of SEOG	Student Financial Assistance (859) 572-5143	X	X		X
9405-FINA Repayment of Perkins	Student Financial Assistance (859) 572-5143	X	X		X
9406-FINA Hold	Student Financial Assistance (859) 572-5143	X	X		X
GENERAL HOLDS					
9201-General Hold	Office of University Registrar, (859) 572-5556		X		X
9202-Library Hold > \$100	Steely Library, (859) 572-6167	X	X		X
9203-Athletic Hold	Athletics Department (859) 572-5140	X			
9205-Parking Balance >\$100	Parking Services (859) 572-5505	X	X		
9206-AllCard Hold	All Card Office (859) 572-6016	X	X		
9207-Transcript Audit Hold	Office of the University Registrar (859) 572-5556		X		
9208-Undergraduate Admission	Office of Admission (859) 572-5220	X			
9209-Graduate Admission	Office of Graduate Education (859) 572-6364	X			
9210-International Admission	International Student and Scholar Services, (859) 572-6517	X	X		
9211-Parking Balance < \$100	Parking Services (859) 572-5505		X		X
9213-Library Hold < \$100	Steely Library, (859) 572-6167		X		X
9216-Student Orientation Hold	New Student Orientation, (859) 572-1967	X			
9217-Academic Deficiency	Academic Advisor	X			
LAW HOLDS					
9600-LW Law Hold	Chase College of Law, Jenny Young (859) 572-5344	X	X		X



HOLDS IN ALPHABETICAL ORDER BY DESCRIPTION

HOLD TYPE DESCRIPTION	HOLD GROUPING	HOLD
1st Academic Suspension	Academic Hold	9002-1st Academic Suspension
2nd Academic Suspension	Academic Hold	9003-2nd Academic Suspension
Academic Warning	Academic Hold	9010-Academic Warning
Advising Hold	Advisor Registration Hold	9103-Advising Hold
Change of Major Hold	Advisor Registration Hold	9105-Change of Major Hold
Cert Pre Maj Hold	Advisor Registration Hold	9106-Cert Pre Maj Hold
Academic Success Hold	Advisor Registration Hold	9107-Academic Success Hold
Advising International	Advisor Registration Hold	9102-Advising International
AELP Registration Hold	Academic Hold	9503-AELP Registration Hold
AllCard Hold	General Hold	9206-AllCard Hold
Assessment Needs	Academic Hold	9005-Assessment Needs
Athletic Hold	General Hold	9203-Athletic Hold
SA At Collection	Student Account Service Hold	9301-SA At Collection
SA Bal > \$100 Send to DOR	Student Account Service Hold	9306-SA Bal > \$100 Send to DOR
SA Balance < \$100	Student Account Service Hold	9303-SA Balance < \$100
SA Balance > \$100	Student Account Service Hold	9302-SA Balance > \$100
SA Financial Warning	Student Account Service Hold	9307-SA Financial Warning
SA General Hold	Student Account Service Hold	9300-SA General Hold
SA Internal Payment Pla	Student Account Service Hold	9311-SA Internal Payment Plan
SA KY DOR Collection Ag	Student Account Service Hold	9310-SA KY DOR Collection Ag
SA Perkins Loan	Student Account Service Hold	9304-SA Perkins Loan
SA Prior Yr Bal >200	Student Account Service Hold	9305-SA Prior Yr Bal >200
SA Repeat Fin Warning	Student Account Service Hold	9308-SA Repeat Fin Warning
SA Uncollectable	Student Account Service Hold	9309-SA Uncollectable
CINSAM Scholar Hold	Advisor Registration Hold	9109-CINSAM Scholar Hold
Complete Req Deficiency	Advisor Registration Hold	9104-Complete Req Deficiency
Dismissal from Program	Academic Hold	9007-Dismissal from Program
FINA Default on Stafford	Financial Aid Hold	9400-FINA Default on Stafford
FINA Hold	Financial Aid Hold	9406-FINA Hold
FINA No Exit Interview	Financial Aid Hold	9403-FINA No Exit Interview
FINA Repayment of Perkins	Financial Aid Hold	9405-FINA Repayment of Perkins
FINA Repayment of SEOG	Financial Aid Hold	9404-FINA Repayment of SEOG
FINA Repayment to KHEAA	Financial Aid Hold	9401-FINA Repayment to KHEAA
FINA Repayment to Pell Gr	Financial Aid Hold	9402-FINA Repayment to Pell Gr
Final Academic Suspension	Academic Hold	9004-Final Academic Suspension
General Hold	General Hold	9201-General Hold
GR Credential Hold	Credential Hold	9501-GR Credential Hold
Graduate Admission	General Hold	9209-Graduate Admission
Graduate Probation	Academic Hold	9001-Graduate Probation
Honors Program Hold	Advisor Registration Hold	9212-Honors Program Hold
Immigration Hold Student	Advisor Registration Hold	9214-Immigration Hold Student
Incomplete Course Eval	Academic Hold	9008-Incomplete Course Eval
International Admission	General Hold	9210-International Admission
Intl Credential Hold	Credential Hold	9502-Intl Credential Hold
Library Hold < \$100	General Hold	9213-Library Hold < \$100

HOLD TYPE DESCRIPTION	HOLD GROUPING	HOLD
Library Hold > \$100	General Hold	9202-Library Hold > \$100
LW Law Hold	Law General Hold	9600-LW Law Hold
Major Declaration Req	Advisor Registration Hold	9101-Major Declaration Req
Ohio Rec Deferment	Credential Hold	9504-Ohio Rec Deferment
Parking Balance < \$100	General Hold	9211-Parking Balance < \$100
Parking Balance >\$100	General Hold	9205-Parking Balance >\$100
Pathfinders Program Hold Student	Advisor Registration Hold	9215-Pathfinders Program Hold Student
SOAR Scholar Hold Student	Advisor Registration Hold	9108-SOAR Scholar Hold Student
Student Conduct Hold	Disciplinary Hold	9700-Student Conduct Hold
Student Orientation Hold	General Hold	9216-Student Orientation Hold
Student Support Hold	Advisor Registration Hold	9204-Student Support Hold
Transcript Audit Hold	General Hold	9207-Transcript Audit Hold
UG Credential Hold	Credential Hold	9500-UG Credential Hold
Undergraduate Admission	General Hold	9208-Undergraduate Admission
Undergraduate Probation	Academic Hold	9000-Undergraduate Probation



COMING FALL 2018, Northern Kentucky University will open its new Health Innovation Center that will support an integrated portfolio of programs to prepare health care professionals and to provide solutions to the population health and wellness challenges of the region and Commonwealth.

NORTHERN KENTUCKY UNIVERSITY

ABBREVIATION CODES

COURSE SUFFIXES

as in "BIO 151L 001"

- L Laboratory
- R Recitation
- H Honors Course
- W Writing Course

CAMPUS

Highland Heights

BUILDING CODES

for Highland Heights:

- AC Lucas Administrative Center
- BC Business Academic Center
- CA Campbell Hall
- CH Callahan Hall
- CS Ceramic & Sculpture Bldg.
- FA Fine Arts Center
- FH Founders Hall
- GH Griffin Hall
- HC A. D. Albright Health Center
- HE Health Innovation Center
- HR Honors House
- LA Charles O. Landrum Academic Center
- MP Mathematics•Education•Psychology Center
- NC Norse Commons
- NH Louie B. Nunn Hall
- RH Regents Hall
- SC Dorothy Westerman Herrmann
Natural Science Center
- SL W. Frank Steely Library
- SU James C. and Rachel M. Votruba
Student Union
- UC University Center
- US University Suites

CAMPUS

Grant County Center

BUILDING CODE

for Grant County Center:

- GA NKU Grant County Center

ADDITIONAL CAMPUS/ LOCATIONS:

- 9th District Elementary Resource
- Augusta High School
- Beechwood High School
- Bellevue High School
- Bethesda North
- Bishop Brossart High School
- Boone County High School
- Bracken County High School
- CCH/Univ/Shriners/Jewish/Christ/Rothert
- Campbell County High School
- Campbell Ridge Elementary School
- Carroll County High School
- Children's Hospital Medical Center
- Christ Hospital
- Clermont County Hospital
- Conner High School
- Cooper High School
- Deaconess Hospital
- Deaconess/Mercy/St. E
- Dearborn County Hospital
- Dixie Heights High School
- Field Station
- Florence Elementary
- Grant County High School
- Good Samaritan/Christ
- Good Samaritan Hospital
- Grant County Center
- Health South/Northern KY Rehab Hospital
- Highlands High School
- Holmes Junior High School
- Ida Spence Mission (City Heights)
- Jewish Hospital
- Jewish Hospital/St. E
- Kenton County Board of Education
- Lloyd Memorial High School
- Ludlow Elementary School
- Mercy Anderson/Mercy Clermont
- Mercy Franciscan

- Multiple Cities
- Multiple Countries
- Multiple Sites
- Newport Central Catholic High School
- Newport Middle School
- Owen County High School
- Pendleton County High School
- Perfect North Slopes
- R. A. Jones Middle School
- River Ridge Elementary
- Ryle High School
- St. Bernard-Elmwood Place High School
- St. E/Christ/GoodSam/Univ/Mercy/Deac
- St. E/Christ/GoodSam/Univ/Mercy/Deac/Fr
- St. E/Christ/GoodSam/Univ/Mercy
- St. E/Dearborn County Hosp
- St. E/GoodSam/University/Children's
- St. Elizabeth Covington
- St. Elizabeth Edgewood
- Scott High School
- Sixth District Elementary School
- Simon Kenton High School
- Site(s) to be arranged by department
- Summit Behavioral Healthcare
- Tri-Health
- University Hospital
- Veterans Administration Hospital
- Villa Madonna Academy
- Walton-Verona High School
- Williamstown High School
- Woodland Middle School

ADDITIONAL CAMPUS SITE/CODES:

- ONCAMPUS.....On Campus Location
- ONCAMP/ONLIN ...On Campus/Online Hybrid Location
- ONLINE.....Online Campus
- OFFCAMPUSOff Campus Locations
- OFFCAMP/ONLINOff Campus/Online Hybrid Location
- ABROADAbroad Campus Locations

NORTHERN KENTUCKY UNIVERSITY

CAMPUS MAP

To access the 3D interactive map of the Northern Kentucky University campus, visit or click the following link:

map.nku.edu