Greetings!

We are thrilled that you have decided to attend Luther College! You will soon be introduced to many people, policies, and procedures that will be vital to your years as a Luther student. The Registrar's Office will be your resource as you transition to life at Luther. Please remember this as you encounter questions about academic policies, transfer credits, your academic record, and registration.

You will be assigned a first-year advisor who will play a vital role in this transition. The Registrar's Office and your first-year advisor will assist you in your registration for fall courses. Before advising and course selection can take place, you must complete the pre-registration questionnaire and placement tests. Your results will be forwarded to our office and to your first-year advisor so we can better understand your interests and academic experience.

Incoming first-year students will register on campus during ROAD (Registration, Orientation, and Advising Day). ROAD dates and deadlines can be found on the following page in this mailing. In addition to registering for classes, ROAD is an opportunity to connect with your future classmates and Luther's faculty and staff.

Enclosed in this mailing is information that you and your parents should find useful. Also, you should begin regularly accessing your Luther email, as the majority of information that is distributed to Luther students is done electronically. Your email information can be found on the red sheet included in your enrollment deposit packet. If you need assistance accessing your email, please contact Luther's Technology Help Desk at (563) 387-1000.

We look forward to meeting you this summer and can't wait to welcome you to Luther College!

Richard Bernatz, registrar

Have a question? Get in touch.

General/ROAD event attendance:
Admissions Office
Phone: (563) 387-1287
Email: admissions@luther.edu
Website: luther.edu/admissions

Curriculum/Credit transfer:
Office of the Registrar
Phone: (563) 387-1167 or (800) 458-8437
Fax: (563) 387-1129
Email: registrar@luther.edu
Website: luther.edu/registrar

Norse Key issues/Technical problems:
ITS Technology Help Desk
Phone: (563) 387-1000
Email: helpdesk@luther.edu
Website: luther.edu/its
All new Luther College students are expected to attend ROAD. Here's how to register:

**STEP 1**
Go to luther.edu/new-students/checklist/ and log in using your Norse Key (see red sheet in your enrollment deposit packet).

**STEP 2**
Click on "Pre-Advising Questionnaire." You will need to complete this questionnaire before moving on to the next step.

Note: You cannot come back to it, so make sure you set aside approximately 15 minutes to get it done in one sitting.

**STEP 3**
Return to the checklist (luther.edu/new-students/checklist/) to determine which questionnaires and placement tests you need to take. You only need to complete the questionnaires and tests listed in your checklist, and you must complete all of them before signing up for ROAD.

Possible requirements include:
- Math Placement Test
- Language Placement Questionnaire
- Language Placement Test
- Music Theory Placement Test
- Piano Placement Questionnaire

Note: For most of these, you will need to log in to our learning management system, KATIE. Use your Norse Key to log in.

**STEP 4**
On the checklist, click the link "Sign up for ROAD" to select your ROAD date and let us know if you'll need on-campus lodging accommodations (available for June dates only).

Sign up early to get your choice of date—first come, first served! Once you submit this information, you will send a confirmation to your Luther email.

**STEP 5**
You've completed the ROAD registration process—congrats!

What's next?
- Return to the checklist and make note of any required forms and due dates (steps 2-4)
- Learn more about ROAD at luther.edu/new-students/road/
- Browse the academic catalog: luther.edu/catalog/
- Purchase the campus-wide summer reading for the 2019-20 academic year, The Line Becomes a River, by Francisco Cantu. This book can be purchased through the Luther College Book Shop (lutherbookshop.com) or other retailers. (ISBN-13: 978-0735217737)

**WHAT TO BRING TO CAMPUS FOR ROAD**
- Any forms or documents you have not yet submitted (steps 2-4 on the checklist: luther.edu/new-students/checklist/)
- If you plan to do work study, bring two forms of identification for completion of your I-9 form: one picture ID such as your driver's license, and an original social security card or certified copy of your birth certificate; a passport will satisfy both requirements.

**NEED HELP?**
If you are unable to locate your Norse Key username and password, or have a technical problem, please contact the Technology Help Desk at (563) 387-1000.

**NORSE MAIL**
Starting today, you should begin to check your Luther Norse Mail on a regular basis. In order to access your email, you will need to know your Norse Key username and password. If you do not have your Norse Key username and password, please contact the Technology Help Desk at (563) 387-1000. Updates on registration, Endeavor Together (an immersive pre-orientation program), and the online alcohol and sexual violence education course will be sent to your Norse Mail account throughout the summer.

Your Luther email address is your username followed by "@luther.edu." You may access your Luther email through our Norse Mail facility at mail.luther.edu. You will see a screen similar to the one shown below. Enter your Norse Key username@luther.edu and password.

**USE YOUR CALENDAR**
Create events, manage your time, and share your schedule with other members in and outside of the Luther community. Add other calendars too! (calendar.luther.edu)

**COLLABORATE WITH DOCS AND DRIVE**
Drive is unlimited online storage space for files. It is accessible either through a web browser or through a client you install on your computer. Norse Docs is a web-based word processing, spreadsheet, drawing, and presentation program that lets you edit documents stored on your drive. You can also share documents with others and everyone can make updates simultaneously right from their browsers. (drive.luther.edu)

**HANGOUTS WITH FRIENDS**
Norse Mail integrates Google Hangouts into the mail browser window, so you can see when your contacts are online and connect with them in real-time. Your Hangout conversations can be saved and searched, just like your email conversations.

**BUILD A WEBSITE**
Create your own website with the intuitive editor. That means individuals don't have to rely on IT specialists or web developers. (sites.luther.edu)

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**NEED HELP?**
If you have problems with your Norse Key username or password, contact the Technology Help Desk at helpdesk@luther.edu or (563) 387-1000.

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**NORSE APPS**
Once you've checked your Luther email using Norse Mail, take a look at the rest of the Norse Apps suite, which includes Calendar, Docs, Hangouts, Sites, and Groups.