# **Norse Hub: Instructions for Students**

*NorseHub.luther.edu* provides students, faculty and staff, parents, guardians, or proxies self-service access to search and enroll for courses and manage your information. Student Planning allows you to plan, schedule, and register for your courses. You can review and electronically sign consent forms called agreements. You can view your financial statement, make a payment, view your financial aid checklist and financial aid offer letter.

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← → C      norsehub.luther.edu/Student/Account/Login?ReturnUrl=%2fS	tudent%2f	🔍 🛧 🔲 🌧 Incognito (2) 🚦
Norse Hub		
	Sign In	
	User name	
	Continue	

#### Log in with your Norse Key username and password

≡		Norse Hub (Test)	A norse2	C→ Sign out	Help	1
۸	Home	Hello, Welcome to Norse Hub! Choose a category to get started.				
ŧ	Financial Information `	Notifications				
<b>()</b> \$	Employment	Title Details		Link		
۲	Academics	Account Balance Due- Hold     Outstanding balance due. Please pay at Financial Services.				
@	User Options	Student Finance     Here you can view your latest statement and make a payment online.     Financial Aid     Here you can access financial	aid data, forms, e	tc.		
		Tax Information Here you can change your consent for e-delivery of tax information. Employee Here you can view your tax for balances.	rms and consents	, earnings statemer	its, and leave	
		Student Planning         Here you can search for courses, plan your terms, and schedule & register your course sections.	es by term.			
https://c	oll-ss-test luther edu:8174/Stu	Transcript Requests Here you can view a transcript.		r Registration.		

**Navigation**: Click on the menu icon in the upper left corner to expand and collapse the navigation menu.

**Getting help:** Click on the '? *Help*' button in the upper right corner of the screen. For more information, you can contact the Technology Help Desk at <u>helpdesk@luther.edu</u> or 563-387-1000.

### **Update Personal Information**

Edit Personal Identity by choosing User Options, then User Profile from the menu. You can choose your preferred pronoun and gender identity. Pronouns are displayed in class rosters, academic advising materials and their printed student schedule. Gender Identity is maintained in the student record and the student's own profile page. It is not visible to anyone else in NorseHub.

≡		Norse Hub (Test)							
♠	Home	User Options • User Profile							
<b>_</b>		About You							
(E)	Financial Information 🔍	Date of Birth: 1/1/2000							
©\$	Employment 🗸 🗸								
ġ	Academics 🗸 🗸	Ima Norse10 Gender Male Colleague ID: Identity:							
٩	User Options	Kor Edit Persona     Identity Details	<						
	User Profile	Addresses View your Personal Identity preferences. Preferred Pronoun (1)							
	Emergency Information	Last Con     Click to c							
	View/Add Proxy Access	Address Gender Identity () Male							
	Required Documents	700 College Drive							
	Required Agreements	Email Addresse Cancel Save							
	SPO Combination	Last Confirmed On:     Click to confirm that the email(s) below is accurate as of today.							
	Registration Clearance	Email Type							

Students or parents can send address and phone number changes to the Office of Financial Services by calling 563-387-1015 or sending an email to <u>studentaccounts@luther.edu</u>. Students who have a name change; whether legal or chosen, should submit a <u>Name Change Application</u> with the Office of Student Development.

# **My Progress**

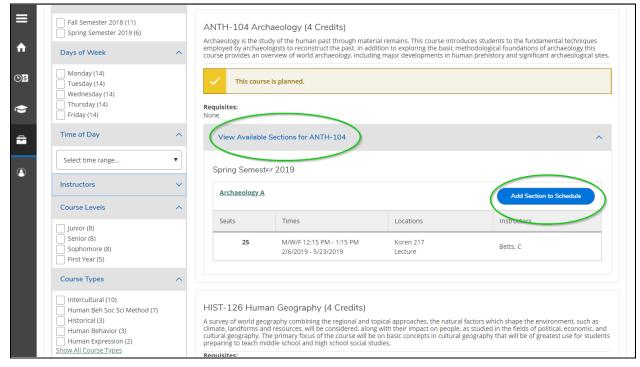
≡			Norse Hub (To	est)		A norse10 C→ Sign ou	t 🕐 Help
A	Home		Academics • Student Planning	My Progress			
			My Progress			Search for courses	Q
<b>()</b> \$	Employment	$\mathbf{\mathbf{v}}$	Bachelor of	Arts		View a New Program	
ý	Academics	^	At a Glance			view a new Program	🔒 Print
	<ul> <li>Student Planning</li> </ul>	^	Cumulative GPA: Institution GPA: Degree:	Bachelor of Arts Degree Seeking Management Degree Seeking 2017 5/31/2021	(i) Music majors and minors must	use my.luther.edu to view degree pro	gress.
	Planning Overview		Majors: Departments:			re you are making progress toward gr tes & Credits Outside Major" carefully	
	My Progress		Catalog: Anticipated Completion Date: Alternate Catalog Year:		information, including number	of credits earned outside the major.	
	Plan & Schedule		Description		Progress Total Credits		104 -6120
	Search for Courses		Program Notes Show Program Notes & Credits Or	utside Major	66 Total Credits from this School	16 22	104 of 128 95 of 64
	Unofficial Transcript				57	16	22
	Grades		Requirements Gen Ed: Paideia I (Commor	n Ground)			
https://c	oll-ss-test.luther.edu:8174/Stuc	dent/Plar		1 of 1 Completed. <u>Show Deta</u>	ils		

Go to Academics > Student Planning > My Progress to view your program evaluation.

Here, you can view your courses in progress, completed courses, and remaining requirements. Choose *"View a New Program"* to see how your courses would apply to the requirements for another program and what courses you would need to complete that program. You can also select the catalog year if you start a new program.

1. COMPLETE ANTH 101, ECOM	N 130, IS 230, AND POL 132	2 🗸 4 of 4 Courses Completed. Show Details				
2. COMPLETE WRITING REQUI	REMENT () Fully Planne	d \Lambda 0 of 1 Courses Completed. Hide Details				
Status	Course		Search	Grade	Term	Credi
In-Progress	<u>IS-485</u>	International Studies Seminar			2018FA	
udents may count no more the m	han two 100-level on-camp ems. \land 0 of 1 Completed	t be taken from the same discipline. Of the 6 global per us courses and must take at least two courses number I, Fully Planned Hide Details		ocus/thematic t	rack courses requin	ed for the maj
udents may count no more the m	han two 100-level on-camp ems. \land 0 of 1 Completed	us courses and must take at least two courses number I, Fully Planned <u>Hide Details</u>		ocus/thematic ti	rack courses requir	
udents may count no more the molecter all of the following its	han two 100-level on-camp ems. 🔬 0 of 1 Completed 2 Courses Completed. Mi	us courses and must take at least two courses number I, Fully Planned <u>Hide Details</u>	ed 300 or above.			
udents may count no more til mplete all of the following its <b>① Fully Planned </b> 1 of Status	han two 100-level on-camp ems. A 0 of 1 Completed 2 Courses Completed. Mi Course	us courses and must take at least two courses number , Fully Planned <u>Hide Details</u>	ed 300 or above.	Grade	Term	
udents may count no more ti mplete all of the following its <b>O Fully Planned A 1 of</b> Status Completed	han two 100-level on-camp ems. A 0 of 1 Completed 2 Courses Completed. Mi Course POL5-239	us courses and must take at least two courses number I, Fully Planned Hide Details nimum Departments Not Met. Hide Details ST:Appr Pol Intern Relations (Override Applied)	ed 300 or above.	Grade	Term 2017FA	
udents may count no more ti mplete all of the following itu <b>① Fully Planned </b> 1 of Status Completed <b>④ Planned</b>	han two 100-level on-camp ems. (A) 0 of 1 Completed 2 Courses Completed. Mi Course POLS-239 ANTH-104	us courses and must take at least two courses number 6, Fully Planned <u>Hide Details</u> nimum Departments Not Met. <u>Hide Details</u> ST:Appr Pol Intern Relations (Override Applied) Archaeology	ed 300 or above.	Grade	Term 2017FA	ed for the majo

To find courses that meet your requirements, use the 'search' button. In the course search screen, choose 'Add Section to Schedule' to add the course to your schedule, and then 'add section' again in the course dialog box to confirm.



Section Details	
ART-111-A Foundatio Fall Semester 2019	ns: Sculpture .
Instructors	Madrigal, J (gullick@luther.edu, 563-387-1114)
Meeting Information	T, Th 12:45 PM 2:15 PM 9/4/2019 - 12/19/2019 Storre Theatre SCULPT (Lecture)
Dates	9/4/2019 - 12/19/2019
Seats Available	16 of 16 Total
Credits	4
Grading	Graded
Requisites	None
Course Description	Contemporary sculpture encompasses a wide spectrum of ideas, forms and materials. In this course students will explore a variety of readily available materials along with found objects to explore some prominent considerations and themes in sculpture. The primary goals of the course are to explore and question how objects, materials, structures, and spaces are implicated in relation the maker and their audience in the creation of sculptural experiences.
Additional	\$150 course fee to over wood and materials consumed in course.
	lose Add Section

The course will display as 'planned' on your progress screen. You will need to complete your registration using the 'Plan and Schedule' section instructions below.

≡	2. COMPLETE WRITING REQUIREMENT	🛾 🕓 Fully Planne	ed \Lambda 0 of 1 Courses Completed. Hide Details				
<b>h</b>	Status	Course		Search	Grade	Term	Credits
	In-Progress	<u>IS-485</u>	International Studies Seminar			2018FA	4
S Co	udents may count no more than two omplete all of the following items. 🛆	100-level on-camp 0 of 1 Completed	ot be taken from the same biccipline. Of the 6 global perspections courses and must take at least two courses numbered 300 <b>g. Fully Planned</b> <u>Hide Details</u> <b>inimum Departments Not Met.</b> <u>Hide Details</u>		ocus/thematic tra	ck courses require	ed for the major,
3	Status	Course		Search	Grade	Term	Credits
	✓ Completed	POLS-239	ST:Appr Pol Intern Relations (Override Applied)		B+	2017FA	6
	() Planned	<u>ANTH-104</u>	Archaeology			2019SP	4
	<ol> <li>Not Started</li> </ol>	<u>IS-450</u>	Global Citizenship				

# Search for courses and course sections

≡		Norse Hub (Test)			A nors	e1 〔→ Sign out	() Help		
•	Home	Academics · Search for Courses							
		(i) Any changes to registration for	or 2020 Fall Q1 or Q2 after	October 6 should be discussed with the	Financial Aic	l Office prior to making a	a change.		
	Financial Information 🗸	Search for Courses and	Search for Courses and Course Sections						
۲	Academics 🔨	Subject Search Advanced Searc	h						
	Student Planning 🗸 🗸	Search for Courses Ac	lvanced Search						
	• <u>Search for Courses</u>	Results View Catalog Listing							
	Grades	• Section Listing							
	Transcript Requests	Term Select Term 🗸	Meeting Start Date	Meeting End Date					
	Unofficial Transcript	Courses And Sections							
	Transfer Summary	Subject 🗸	Course number	Section					
	Change Advisor	Subject 🗸	Course number	Section					
	Change Major/Minor	Subject 🗸	Course number	Section					
	Request A Transcript	+ Add More							
https://nc	prsehub-test.luther.edu/Student/Student/Courses	Days Of Week	Tuesday	Wednesday					

Press the *'tab'* key to move between fields. Add filters to narrow your selection. The 'section listing' allows you to view open courses, faculty, and meeting times at a glance.

#### Information Technology Services - Luther College NorseHub.luther.edu instructions for **Students**

Norse Hu	ıb (Test)									<b>A</b> norse1	C→ Sign	out 🕜 Hel
Academics · Searc	h for Courses											
Search for Co	ourses and Co	urse Sectior	าร						Search for a	ourses		Q
	ection: ART, Meeting Da Filters Applied: None	ates Between 11/30	//2020 - 1/28/2021									
Add To Schedule	Term	Section Name	Title	Planned Status	Dates	Location 🖕	Meeting Information	Faculty	Available / Capa	acity / Waitlist	Credits	Academic Level
Add	Fall Semester 2020	<u>ART-103-A</u>	Foundations:Circa NOW		11/30/2020-1/28/2021		M, W, F 1:30-3:45 PM 11/30/2020 - 1/28/2021 ARR ARR (LEC2)	Elliott, K	0/25/0		2 Credits	Under Graduate
Add	Fall Semester 2020	ART-206-A	Graphic Design I		11/30/2020-1/28/2021		M, W, F 1:30-3:45 PM 11/30/2020 - 1/28/2021 ARR ARR (LEC2)	Lurth, A	0/18/0		4 Credits	Under Graduate
Add	Fall Semester 2020	<u>ART-218-A</u>	Photography I		11/30/2020-1/28/2021		T, Th 8:00-11:15 AM 11/30/2020 - 1/28/2021 ARR ARR (LEC2)	Lurth, A	0/18/0		4 Credits	Under Graduate
Add	Fall Semester 2020	<u>ART-406-A</u>	Graphic Design III		11/30/2020-1/28/2021		M, W, F 1:30-3:45 PM 11/30/2020 - 1/28/2021 ARR ARR (LECT2)		776/777/0		2 Credits	Under Graduate
И	Page 1 of 1		1									

≡	Search for Courses		Search for cour	rses O				
<u>د)</u>	Filter Results		Advanced Sea Filters Applie		ection: MGT	)		
	Availability	^						
Ó	Open Sections				oduction to Business (2 nts with no previous coursewor	,	oduces students to foundational	
•	Subjects	^	informatio begin to ur theories th	n associa nderstan irough in	ated with "doing business." Thro d the theories associated with b -class activities and studying the	ough a combination of conten ousiness and the complexities e decisions being made by bu	t and application, students will of applying/recognizing these sinesses. Topics include; business	
	Management (3)		forms, bus decision m		nics, management, marketing, fi	nance, accounting, business e	environment, technology, and	
	Show All Terms	^	Requisite: None	5:				
	Fall Semester 2019 (3)		In View	Availat	ble Sections for MGT-110	>	^	
	Days of Week	^						
	Monday (3)		Fall Se	emeste	r 2019			
	Wednesday (3) Friday (3)				<b>to Business A</b> 4/2019 - 10/18/2019		Add Section to Schedule	
	Time of Day	^	Seats	;	Times	Locations	Instructors	
	Select time range	•		18	M/W/F 11:00 AM - 12:00 PM	Olin 201	White, A	
	Instructors	^			9/4/2019 - 10/18/2019	Lecture - First 7 Weeks		
	Instructors	^						

Change or add filters in the panel on the left of the results window. Click on *'view available sections'* to see details about a course, including fees.

Section Details			
ART-111-A Foundatio Fall Semester 2019	ns: Sculpture		•
Instructors	Madrigal, J (g	gullick@luther.edu, 563-387-1114)	
Meeting Information	T, Th 12:45 PM 2:15 9/4/2019 - 12/19/20 Storre Theatre SCUl	19	l
Dates	9/4/2019 - 12/19/20	19	1
Seats Available	16 of 16 Total		l
Credits	4		
Grading	Graded		
Requisites	None		
Course Description	forms and materials readily available ma prominent consider of the course are to structures, and space	ture encompasses a wide spectrum of ideas, b. In this course students will explore a variety of terials along with found objects to explore some ations and themes in sculpture. The primary goals explore and question how objects, materials, tes are implicated in relation the maker and their ation of sculptural experiences.	
Additional	\$150 course fee to c	over wood and materials consumed in course.	
	lose	Add Section	Ť

# **Changing Course Credit Values**

Some courses offer a range of credits. When you add a variable credit course you can use the drop down list next to 'Credits' to select the number of credits you want to register for.

È	Search for Courses and Course Sections								Se	arch for courses		Q
\$	Advanced Search Show Filters	Selection: MUS-130 Filters Applied:	Fall Semester	2020 X	Ģ							
•	Add To Schedule	Term	Section Name	Title	Planned Status	Dates	Location	Meeting Information	Faculty	Available / Capacity / 🗘 Waitlist	Credits	Academic Level
	Add	Fall Semester 2020	<u>MUS-130-A</u>	Applied Music-Voice		10/1/2020-1/28/2021		10/1/2020 - 1/28/2021 ARR ARR (PRIV)	Westlund, B	935 / 999 / 0	1 to 2 Credits	Under Graduat
	Add	Fall Semester 2020	<u>MUS-130-A</u>	Applied Music-Organ		10/1/2020-1/28/2021		10/1/2020 - 1/28/2021 ARR ARR (PRIV)	Peterson, G	999 / 999 / 0	1 to 2 Credits	Under Graduat
	Add	Fall Semester 2020	MUS-130-A	Applied Music-Harpsichord		10/1/2020-1/28/2021		10/1/2020 - 1/28/2021 ARR ARR (PRIV)	Reed, K	999 / 999 / 0	1 to 2 Credits	Under Graduat
	Add	Fall Semester 2020	MUS-130-A	Applied Music-Piano		10/1/2020-1/28/2021		10/1/2020 - 1/28/2021 ARR ARR (PRIV)	Huang, D Strauss, J	978 / 999 / 0	1 to 2 Credits	Under Graduat

Section Details							
MUS-130-A Applied Mus Fall Semester 2020	sic-Voice						
Instructors	Westlund, B ( <u>rayb</u>	<u>et01@luther.edu</u> , 563-387-2132)					
Meeting Information	10/1/2020 - 1/28/2021 Arranged ARR (Private In:	10/1/2020 - 1/28/2021 Arranged ARR (Private Instruction)					
Dates	10/1/2020 - 1/28/2021						
Seats Available	935 of 999 Total						
Credits Grading	1 v 1 edits) Graded v						
Poquisitos	None						
Requisites Course Description	For all applied music stud music majors in their sec	dents in their first year of study. Non-majors and ondary areas may repeat this course for credit in o seminars may be required. Additional fees will be					
Additional Information	First year applied music -	voice, fall semester only.					
Clo	ose	Add Section					

# Plan, Schedule and Register

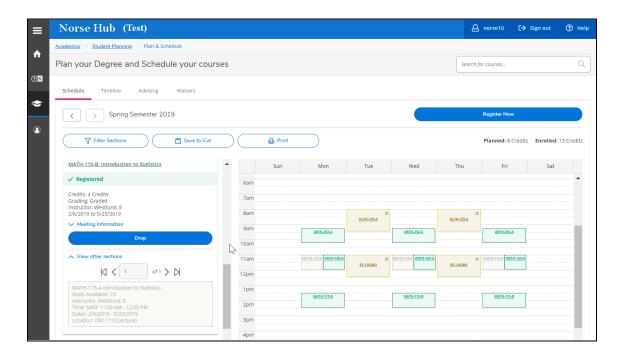
Go to Academics >Student Planning > Plan & Schedule on the navigation menu.

≡		Norse Hub (Test)	A norse10	〔→ Sign out	Help						
A	Home	Academics · Student Planning · Planning Overview									
@ <u>)\$</u>	Employment	Steps to Getting Started There are many options to help you plan your courses and earn your degree. Her	Search for courses								
٥	Academics	1 View Your Progress	Plan your Degree	& Register for Cla	asses						
	Student Planning	progress in your dégree and search for courses.	Next, take a look at y accomplished and re coward your degree.	our plan to see what gister your remaining	you've g classes						
	Planning Overview	Go to My Progress	Go to Plan & Schedu	lle							
	My Progress	© 2000-2019 Ellucian Company L.P. and its affiliates. All righ	ts reserved. Privacy								
	Plan & Schedule										
	Search for Courses										
	Unofficial Transcript										

You or your advisor can suggest classes and add them to your schedule. **The term will not appear on Plan and Schedule until you add your first class.** When your advisor reviews your plan and clicks on 'Approve Student to Register', you will be able to register for classes after your assigned registration time. Either you or your advisor can **complete your registration with the** '**Register Now' button** on your schedule. Unless you've made arrangements with your advisor, it should be assumed that **you** will complete the registration.

		Norse Hub (Test)					A norse10	〔→ Sign out	⑦ Help		
•	Home	Academics • Student Planning • Plan & Schedule									
		Plan your Degree and Schedule your	an your Degree and Schedule your courses								
)\$	Employment 🗸 🗸										
•	Academics	Schedule Timeline Advising Waivers	hedule Timeline Advising Waivers								
	Student Planning	Spring Semester 2019		Register Now							
	Planning Overview	T Filter Sections T Save to iCal Print						Planned: 8 Credits Enrolled: 13 Credits			
	My Progress	ANTH-103-A: Linguistic Anthropology		un Mon	Tue	Wed	Thu	Fri S	Sat		
		✓ Registered	7am						<b>^</b>		
	Plan & Schedule	Credits: 4 Credits Grading: Graded	8am		HLTH-125-A		HLTH-125-A				
	Search for Courses	Instructor: Stanley, L 2/6/2019 to 5/23/2019	9am 10am	ARTH-252-A		ARTH-252-A		ARTH-252-A			
	Unofficial Transcript	✓ Meeting Information	11am	ANTH-103-A	×	ANTH-103-A	×	ANTH-103-A			
	Grades	Drop	12pm		<u>PE-110-801</u>		PE-110-B01				
Grades		View other sections	1pm								
	Transcript Requests		2pm	MATH-115-B		MATH-115-B		MATH-115-8			

When you click on *'view other sections'* you can see other course meeting times. The example below shows meeting times for Math-111.



You can remove courses from your plan by clicking the 'X' in the left panel or on the course plan. You can remove all courses by choosing "Remove Planned Courses"

Norse Hub (Test)				۹ ۵	orse15	〔→ Sign out	⑦ Help
Academics • Student Planning • Plan & Schedul	e						
Plan your Degree and Schedule	your course	es		Search	for courses.		Q
Schedule Timeline Advising V	Vaivers	Ş					
Fall Semester 2019	-		Ren	nove Planne	d Courses	Regist	er Now
Filter Sections		🛗 Save to iCal				🔒 Print	
Planned: 27 Credits Enrolled: 0 Credits							
BIO-151-A: Prin Bio:Eco/Evol/Biodiv ×	Sun	Mon	Tue	Wed	Thu	Fri	Sat
✓ Planned	7am	$\sim$					
Credits: 4 Credits	8am			× × MATH-		X X BIO: MATH:	
Grading: Graded Instructor: Baack, E	9am	····· × ··		×		×	
Instructor: McNicoll, M 9/4/2019 to 12/19/2019	10am	<u>ES-260-A</u>		ES-260-A		<u>ES-260-A</u>	
Seats Available: 42  Meeting Information	11am	BIO- ENG-	×	X X	×	X X BIO- ENG-	
Conflicting section with	12pm	<u>BIO:</u> ENG:	<u>DAN-130-A</u>	<u>IIO- ENG-</u>	<u>DAN-130-A</u>	BIO- ENG-	

If you want to drop courses after you've registered, simply choose 'Drop' and 'Update'

≡	Academics • Student	Planning • Plan & Schedu	ile		$\wedge$			d Petition is re	quired for	r ×
<b>^</b>	Plan your Deg	ree and Schedule	your courses			registration	IN MATH-1	00-A.		
	Schedule Time	eline Advising	Waivers							
•		Register and Drop	Sections					gister Now		
٢		You have elected to	drop: ES-260-A	(4 Credits)						
	( 7	Select sections to drop:						Print		
	Planned: 6 Credits	DAN-130-A (4 Credits	;)							
	✓ View other set	ENG-251-A (4 Credits	)					Fri	Sat	
		ES-260-A (4 Credits)								•
	ES-260-A: Adaptiv	Select sections to add:								
	✓ Registered, b	MATH-100-A (2 Credi	ts)					<u>ES-260-A</u>		
	Credits: 4 Credits Grading: Graded Instructor: Wettag	Cance	4	Ju	Upd	ate				
	9/4/2019 to 12/19	/2019	11am	ENG-251-A DAN-1	130-A	ENG-251-6	DAN-130-A	ENG-251-A		
	✓ Meeting Inform		12pm							
		Drop	1pm	×		×		×		

### **Quick Registration**

Any courses that you have selected and added to your schedule as planned will be included in the option when the 'Registration Now', quick registration appears on your home screen. You can simply click on the 'register' button and the dialog box will present the classes that you can choose to register.

Norse Hub (Test)		<b>A</b> norse5	〔→ Sign out	⑦ Help	1				
Hello, Welcome to Norse Hub! Choose a category to get started.	(3)	Documents Required/Requested There are 2 requests from your institution that require your action. <u>View required/requested documents</u>							
Image: Click the button to see available terms and sections.         Image: Notifications									
Title	Register for Classes			Link					
Documents Required/Requested     T	Select sections you wish to register	for.		View required/requested documents					
Student Finance Here you can view your latest statement and make					d data, forms, etc.				
Tax Information Here you can change your consent for e-delivery of	ENG-251-A: African-American Literature (4	our banking	our banking information.						
Cancel Register									

# Compose a note to your Advisor

♠	Academics · Student Planning · Plan & Schedule									
	Plan your	Degree and	d Schedule	e your cour	ses	Search for courses	Q			
≞	Schedule	Timeline	Advising	Waivers						
<b>(</b> )\$	My Adv	visors								
۲	🔁 Lar	sen, Kirk J.								
3						reviewed on 6/10/2019 by L register on 10/25/2021 by L				
	Compo	se a Note								
							*			
							Ŧ			
	Save	Note								
		lote Histor								
	ito davising	notes nove beer	rentered.							

The Advising tab displays the last time your course plan was reviewed and the last time you were approved to register. You can review notes from your advisor in the **View Note History** section. You can add notes for your advisor using the **Compose a Note** section. You can also send an email message to your advisor from this form.

# **Transfer Summary**

If you have college credits from another institution you or your advisor can view them on the Academics menu option labeled Transfer Summary.

≡	Academics	^	Norse Hub	(Test)					ප	norse10 (	→ Sign out	⑦ Help
		$\sim$	Academics · Transfer Sur	mmary								
	Student Planning		Transfer Summar	ry								
	Search for Courses	- 1	Expand All									
	Grades		Decorah High Schoo	51								~
	Transcript Requests		Northeast Iowa Com		lago							~
	Unofficial Transcript			intunity Col	lege							
	Transfer Summary		Transfer A Course/Title	Credits	Grade 🔨	Completion 🔨 Date 🌱	Equivalent Course/Subject/Course Level 🌱	Credits	Grade/Dept 🔨 🗸		<ul> <li>Restrict to A</li> <li>Programs</li> </ul>	cademic _ V
	Change Advisor		ECN120/Principles of Macroeconomics	3.00	A-	12/31/2016	ECON-139	3.00	A-	Undergraduate Level	Bachelor of A	rts
	Change Major/Minor		SPC112/Public Speaking	3.00	A-	5/31/2017	COMS-132	3.00	A-	Undergraduate Level	Bachelor of A	rts
			POL111/American National Government	3.00	B+	5/31/2017	POLS-130	3.00	B+	Undergraduate Level	Bachelor of A	rts
	Request A Transcript		ENG105/Composition	3.00	A	5/31/2017	ENG-139	3.00	А	Undergraduate Level	Bachelor of A	rts
	Academic Calendar		Transfer Credit Total	12.00			Equivalent Credit Total	12.00				

### View registration time and registration holds

≡	Norse Hub (Test)	A norse10 C→ Sign out ⑦ Help 1							
	Academics · Student Planning · Plan & Schedule	See Manager of Student Accounts at Financial     Services							
<b>^</b>	Plan your Degree and Schedule your courses								
<u>ۍ</u>	Schedule Timeline Advising Waivers								
۲	K   K     K     K   K <td>Remove Planned Courses</td>	Remove Planned Courses							
3	Your registration period for 2019FA begins on 4/16/2019 at 6:30 PM	Refresh							
	Filter Sections	Planned: 4 Credits Enrolled: 0 Credits							

The term and registration period will not appear on Plan and Schedule until you add your first class. Registration holds are viewable in the upper right hand corner of the *'Plan & Schedule'* screen. If you see a warning with a registration hold, you need to visit the appropriate office to clear the hold or complete the required actions before you can register for courses.

## **Registration Clearance**

You can view your clearance information from the 'registration clearance' tile on your home page or choose the menu option under 'user options'. The Registration Clearance page will tell you if you have any tasks to complete before registration - entering emergency/missing person contacts, accepting required agreements, and clearing holds from any offices.

Emergency Contact entered?
Yes
Missing Person Contact Entered?
*** NOT ENTERED ***
Accepted Statement of Financial Responsibility?
*** Not accepted ***
Accepted/Declined to share name with scholarship donor?
*** Not accepted or declined ***
Accepted agreement to read Student Handbook, Catalog, Email Communications?
*** Not accepted ***
Holds from Financial Services?
Yes-contact Financial Services (Main 118) at 563-387-1015 or finserv@luther.edu
Holds from Financial Aid?
Yes-contact Financial Ald (Main 27) at 563-387-1018 or finaid@luther.edu
Holds from Health Service?
Yes-contact Health Service (Larsen Hall) at 563-387-1045 or nurse@luther.edu
Holds from Office for Student Engagement?

Your advisor needs to review and click on 'Approve Student to Register' to enable you to register.

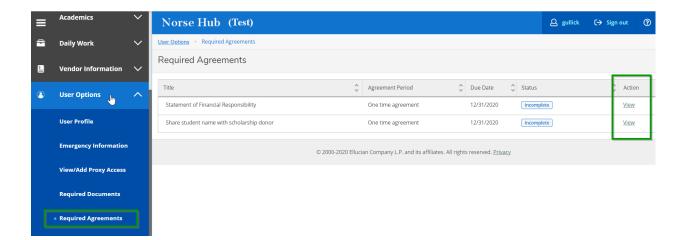
≡		Norse Hub							
A	Home	Academics · Student Planning · Plan & Schedule Your advisor has not activated your registration. × Contact your advisor.							
(E)	Financial Information 🗸	STUDENTS: *IF* you have a registration hold, you will need to take action to clear or tasks to complete before registration. (This message will expire on 11/11/2021.)							
œ	Employment 🗸 🗸	Ian your Degree and Schedule your courses     Search for courses     Q							
۲	Academics	Schedule Timeline Advising Waivers							
	Student Planning 🔨	Spring Semester 2021							
	Planning Overview	Planned: 6 Credits     Enrolled: 0 Credits							
	Plan & Schedule 🗸 🤚	DS-120-B: Introduction to Data Science Sun Mon Tue Wed Thu Fri Sat							

You are required to provide an **emergency contact AND missing person contact** on the 'Emergency Contact' form on the 'User Options' menu:

🕼 User Options 🗸 🗸	Effective Date
<ul> <li>Emergency Information</li> </ul>	8/23/2019
View/Add Proxy Access	Emergency Contact
Required Agreements	Missing Person Contact

### Agreements

Luther College requires your review and consent to several agreements before registering for classes is allowed. Choose 'User Options' and 'Required Agreements' to view agreements that may need review.



Please read each statement and complete with your electronic signature as needed.

Norse Hub	(Test)		<b>A</b> gullick	〔→ Sign out ⑦
User Options • Required /	Agreements			
Required Agreer	Statement of Financial Responsibility	×		
Title Statement of Financial F Share student name wit	Inquiries Regarding Billing Assessments: If I believe information on my billing statement is incorrect, I must notify the Office for Financial Services, Luther College, 700 College Drive, Decorah, IA 52101 in writing or by phone (563) 387-1015 within 60 days of the notice detailing the information believed to be incorrect. Governing Law: This agreement shall be subject to the laws of the State of Iowa. The jurisdiction for the enforcement of this agreement shall be in Winneshiek County, Iowa. In the event that any portion of this agreement shall be unenforceable in whole or in part, the provision shall be limited to the extent necessary to render the same valid, or shall be removed from this agreement, and this agreement shall be construed as if the provision has not been incorporated herein as so limited, or as if the provision has not been included herein, as the	Date Status 1/2020 Incomp 1/2020 Incomp ved. <u>Privacy</u>		C Action
	case may be. Electronic Signature: By clicking the ACCEPT button below, I consent to the electronic processing of this agreement. I understand and agree that my electronic submission of this document, in conjunction with my login credentials, acts as my electronic signature and will have the same legal effect as a signature on paper. I also acknowledge that my consent to use electronic signature for the processing of this document is required to register for classes at Luther College. I understand that I may withdraw my consent to use an electronic signature at any time and agree to notify the Office for Financial Services. Cancel			

# Make a Payment

		edu:8174/Student/Finance/AccountActivity	ବ 🖈 ଜି 🔞
🕤 ht	ttps://coll-ss-test.l 🕥 https://nor	sehub.lu ★ Bookmarks 🔟 Luther College Nor M Inbox (2,734) - gulli 🧭 Dashboard - Pivotal 🔘 Ellucian - My Applic	» 📙 Other book
≡		Norse Hub (Test)	〔→ Sign out ⑦ Help
A	Home	Einancial Information         Student Finance         Account Activity           Account Activity         Account Activity         Account Activity	
ŧ	Financial Information 🔨	View your Final Account Summary	
	• Student Finance 🔨	Term Spring International Payment t.,651.00 V	Diew Stateme
	Account Activity	My Deposits	
	Account Summary	Charges Pay a Deposit Financial Aid S26,670.00 S26,670.00 S26,670.00	
	Make A Payment	Expand All	View Payment Plans
	International Payment	Charges	\$28,670.00 ~
	My Deposits	Payments	\$993.00 V
	Pay a Deposit		\$353.00 V
	Financial Aid 🛛 🗸	Financial Aid	\$25,026.00 ~

Choose a payment method of credit or debit card or bank ACH.

N	Norse Hub	(Test)			٤	Q norse2	〔→ Sign out	(?) Help
<u>Fina</u>	ancial Information + S	tudent Finance - Make A Payment						
	ake a Paymen this page to make a pa	t syment on your account						
		Total Payment	Choose a Payment Method ▼ Choose a Payment Method		Proceed to Payment			
$\left( \right)$	Collapse All		e-check (ACH)		PI	lease Note: An	nounts Due may inc	lude credit am
	Fall Semester 2019						\$50.00	
	Select	ltem	Payment Group	Date Due	Amount Due	Amour	nt to Pay	
		Student Receivable	COPC	6/3/2019 (Overdue)	\$50.00	\$		50.00
	Spring Semester 20	320					\$2,651.00	
	Select	Item	Payment Group	Date Due	Amount Due	Amour	nt to Pay	
		Student Receivable	COPC	Credit	-\$325.00	\$		
		Payment Plan ESQ0483354 - Student Receivable	COPC	2/10/2020 (Overdue)	\$992.00	\$		992.00
		Payment Plan ESQ0483354 - Student Receivable	COPC	3/10/2020	\$992.00	\$		992.00
		Payment Plan ESQ0483354 - Student Receivable	COPC	4/10/2020	\$992.00			

Check or uncheck the charges you would like to apply your payment. The amount due will appear in the 'amount to pay' and you can reduce, but not increase that amount.

Norse	Hub (Test)				ద్ది norse2 [→ Sign out ⑦ Help				
Financial Infor	nation · Student Finance · Make A Payment								
Make a F	ayment to make a payment on your account								
3	Total Pa	ryment : \$2,034.00 credit / debit card	V	Proceed to Pay	rment				
Collap	ie All				Please Note: Amounts Due may include credit amounts				
Fall Sen	Fall Semester 2019								
Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay				
	Student Receivable	COPC	6/3/2019 (Overdue)	\$50.00	s 50.00				
Spring 5	emester 2020				\$2,651.00				
Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay				
	Student Receivable	COPC	Credit	-\$325.00	s				
	Payment Plan ESQ0483354 - Student Receivable	COPC	2/10/2020 (Overdue)	\$992.00	s 992.00				
	Payment Plan ESQ0483354 - Student Receivable	COPC	3/10/2020	\$992.00	\$ 992.00				
	Payment Plan ESQ0483354 - Student Receivable	COPC	4/10/2020	\$992.00	s				

Once you've select the items and amount you want to pay, select Proceed to Payment

■ Norse Hu	ub (Test)				A norse2 C→ Sign out	(?) Help
Financial Information	<u>Student Finance</u> Make A Payment					
Make a Paym						
Use this page to make	e a payment on your account					
					_	
E	Total Payr	ment : \$1,042.00 credit / debit card 🛛 🔻	)	Proceed to Payment		
Collapse All	$\supset$				Please Note: Amounts Due may inclu	ide credit amoun
Fall Semester :	2019				\$50.00	^
Select	ltem	Payment Group	Date Due	Amount Due	Amount to Pay	
	Student Receivable	COPC	6/3/2019 (Overdue)	\$50.00	\$	50.00
Spring Semest	er 2020				\$2,651.00	^
Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay	
	Student Receivable	COPC	Credit	-\$325.00	\$	
	Payment Plan ESQ0483354 - Student Receivable	COPC	2/10/2020 (Overdue)	\$992.00	\$	992.00
	Payment Plan ESQ0483354 - Student Receivable	COPC	3/10/2020	\$992.00	s	

Payment review will summarize your payment selections and total amount. Select 'Pay Now' to proceed on making your payment.

Information Technology Services - Luther College NorseHub.luther.edu instructions for **Students** 

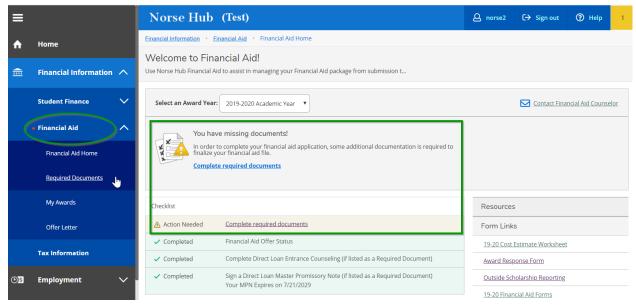
≡	Norse Hub (Test)		A norse2	〔→ Sign out	(?) Help	1					
♠	Financial Information · Student Finance · Make A Payment										
Ē	Payment Review Review your Payment Information below										
@ <u>)\$</u>	Payment Review	$\searrow$									
	Payment Information										
2	Item				Amo	ount					
3	Student Receivable				\$5	0.00					
	Payment Plan ESQ0483354 - Student Receivable										
	Payment Plan ESQ0483354 - Student Receivable										
	Total Payment Amount				\$2,034.00						
	Payment Method: e-check (ACH)										
	Pay Now										
	© 2000-2020 Ellucian Co	mpany L.P. and its affiliates. All rights	reserved. <u>Privacy</u>								

Enter bank or credit card information on the next form and select 'Pay Now'. There are no additional fees for Bank ACH payments. If you select debit or credit card, you will incur a convenience fee to process the transaction.

low do I find the routing number and bank account num	ber?
Electronic Check Information	<u>ACH</u> Authorization Information
ABA Routing Number *	By supplying the requested information and completing this transaction, I hereby
11111111	authorize Luther College to initiate debit or credit entries to the financial account I specified payable to Luther College or to their agent, in the amount of \$2,034.00. This transaction will be processed on 2/19/2020 and in the event that this electronic
Bank Account Number *	payment is returned unpaid for any reason, I understand that a \$25.00 return fee will be added to my student account. Please print or retain a copy of this authorization for
111111	your records.
First Name *	Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both federal and state laws of the United States. Violators will be prosecuted to the fullest extent of the law.
Ima	To revoke this authorization agreement you must contact Financial Services at 563-387- 1015 or finserv@luther.edu.
Last Name *	
X Norse2	
Billing Address	
700 College Drive	
City	
Decorah	
State/Province	
lowa	<b>•</b>
ZIP *	
52101	
Email Address	
gullick@luther.edu	

## **Financial Aid Checklist and Offer**

Choose Financial Aid to see action items or your Financial Aid Offer Letter. Helpful links under 'Resources' include how to complete the missing documents, like how to file the FAFSA application.



Choose 'Financial Aid' and 'My Awards' to view your financial aid offer or print your offer letter. Contact the Financial Aid office with any questions about your financial aid offers or loans.

≡		Financial Information	Financial Aid	My Awards							
۸	Home	My Awards All awards are in accepted	l status unless yo	u notify the Financial Aic	d Office.						
Ē	Financial Information \land	Select an Award Yea	r: 2019-2020 A	cademic Year 🔻	Ε	Contact Financial Aid Counselor					
	Student Finance 🗸 🗸	A change or u	A change or update has been made to your award package which requires your attention. Please review your offer letter.								
	• Financial Aid	You have the fo	lowing Av	vards							
	Financial Aid Home Your award package assumes you will be enrolled full-time. If you enroll less than full-time, the financial aid you actually receive may be le than what is stated here. Please contact your Financial Aid Office if you have guestions about your enrollment status. If you wish to declir										
	Required Documents	reduce loans or work stuc	ly, please comple	te the Award Response l	Form using the link under Resources	on the Financial Aid Home page.					
$\langle$	My Awards	Scholarships an Manay you don	nd Grants 't have to pay bac	\$44,610.00							
	Offer Letter	Woney you don	t have to pay bat	~~							
	Tax Information	Award	Status	Total Awarded Amount	2019 Fall Semster	2020 Spring Semester					
©)\$	Employment 🗸 🗸	Founders Scholarship View award	Accepted	\$24,000.00	\$12,000.00	\$12,000.00					

# Sign out to end your session

Because Norse Hub contains private information like your transcript and grades, be sure to 'Sign out' when you have finished working and close your browser. If you are working on a public computer and have downloaded any information, please take care to delete it.

				A prof1	〔→ Sign out	⑦ Help
Academics · Search for Courses						
Search for Courses and Course Sec	ctions			Search for courses		Q
Advanced Search						
Search for Courses Advanced S	Search					
Term	Meeting Start Date	Meeting End Date				
Select Term 🔻	M/d/yyyy	M/d/yyyyy				
Courses						
Subject 🔹	Course number	Section				
	Search for Courses and Course Search Advanced Search Search for Courses Advanced S Term Select Term Courses	Advanced Search Advanced Search Search for Courses Advanced Search Term Select Term Courses	Advanced Search Advanced Search Search for Courses Advanced Search Term Select Term Courses Courses	Advanced Search Advanced Search Search for Courses Advanced Search Term Select Term Select Term Courses	Search for Courses and Course Sections  Advanced Search  Search for Courses Advanced Search  Term Meeting Start Date Select Term Medyggg Mid/gggg Courses	Search for Courses and Course Sections     Search for courses         Advanced Search         Search for Courses Advanced Search         Term     Meeting Start Date         Select Term     Middyyyy         Courses