Registration Information
J-Term and Spring 2023

- Registration dates are November 8, 9, and 15, beginning at 5:15 pm each evening.

- NorseHub.luther.edu will be used for J-Term and Spring 2023 registration. Instructions for using Norse Hub are available on the Registration Information Webpage.

- Find your registration date and time: In Norse Hub, your registration date and time are viewable when courses for the upcoming term are added to your course plan.

- **BEFORE** your registration date, check to see if you have registration holds by logging into Norse Hub and clicking on the 'Registration Clearance" tile at the bottom of the home page. The Registration Clearance page will tell you if you have any tasks to complete before registration such as entering emergency/missing person contacts, accepting required agreements, and clearing holds from any offices. Additional information about holds and how to resolve them can be found here. **Unresolved holds will prevent your ability to register for classes!**

- Your advisor must grant you clearance before you can register. This typically happens after you have met with your advisor about your J-Term and Spring 2023 plans/schedule. In Norse Hub, click on **Academics (Graduation Hat icon)**, then **Student Planning**, then **Plan & Schedule**. A notification will appear in the upper right hand corner of your screen if your advisor has not cleared you.

- If you are unsure who your advisor is: In Norse Hub, click on **Academics (Graduation Hat icon)**, then **Student Planning**, then **Plan & Schedule**, then **Advising**.

- In Norse Hub, "My Progress" will show you what you have left to complete for your degree. Click on **Academics (Graduation Hat icon)**, then **Student Planning**, then **My Progress**. If you have any questions, please contact your advisor or the Registrar's office (registrar@luther.edu). Check "My Progress" before and after you register to make sure the courses you've selected are fulfilling the requirements you think they should fulfill and that your courses are in **REGISTERED (not PLANNED)** status after you've completed your registration.

- Credits in excess of 36 hours for the year will be assessed an additional charge. Please see extra credit hour charges or contact the Financial Services office for more information. Review your course load to identify the possibility of extra credit charges being assessed in the Spring semester.

- Courses which previously had a subject/prefix or HP or ES have been modified to a new subject/prefix of HES.

- **Skills and Health & Wellness:** Courses fulfilling the Skills requirement are now numbered HES 110. The Health and Wellness course requirement is now numbered HES 100.

- You may register using any computer that has Internet access. If a course you want is closed, select something else or contact your Advisor (not the instructor). After you have registered, please log out and

close the browser window, especially if you are using a lab or public computer. You can make changes to your schedule via Norse Hub through the last day to add a class for J-Term or the Spring semester.

- The following information can be found on the [Registrar's office website](#):

    - Basic Registration Instructions for NorseHub.luther.edu
    - Calendar of Important Dates
    - Various registration forms (audit, credit/no credit authorization, over 17 hours, etc.)

Questions about registration? Contact the Registrar's office at 387-1167 or registrar@luther.edu
Questions about financial clearance? Contact Financial Services at 387-1015 or studentaccounts@luther.edu
Questions about financial aid? Contact the Financial Aid office at 387-1018 or finaid@luther.edu
Technical issues? Contact the Technology Help Desk at 387-1000 or helpdesk@luther.edu