

Course Registration Announcement: DEL-MEM (Part I)

Nicholas School Student Services Office

Duke Environmental Leadership (DEL-MEM)

Topics featured: academic advising, enrollment window, fall courses, quick links, place-based sessions and registration holds/blocks

This email is designed to help with course registration matters. In this message, and in all subsequent notifications, please pay special attention to the **updates/changes section** for the most recent scheduling announcements. Be sure to check your email regularly and often as there may be **time-sensitive** information.

[Fall 2019 NSOE Course Schedule](#)

Enrollment Window

Book bags open in the [DukeHub](#) on **Monday, March 25**.

Course registration in the [DukeHub](#) begins on **Wednesday, April 3** at 7:00am.

All returning students should enroll in their fall courses by no later than **Wednesday, May 15**.

[DEL-MEM Info Site](#)

Registration Block & Eligible to Enroll

You may have a **hold** on your account **IF:**

#1. Draft [MP Proposals](#) for first year students are due no later than Monday, March 25. If you do not submit your [MP Proposal](#) by the deadline, a registration block will be placed on your DukeHub account until you submit your draft proposal. **NOTE:** For group MPs, all three draft MP proposal components (the **scope of the work**, the **work plan** and the **team charter**) are required on Monday, March 25. Students conducting solo projects (must also submit by the March 25 deadline), but the team charter is not required. Capstone students will follow the same requirements as solo projects. Questions? Contact [Rebecca Vidra](#)

Academic Advising

Before you begin enrolling in fall classes, please review the following information.

1. Rising second year students must enroll in ENVIRON 963, 964, 965 and 998 in the fall.
2. Although you will not enroll in ENV 960 Making a Difference/Orientation, continuing students are expected to attend aspects of the Orientation in Durham in August; this is a **required** place-based session; details will be provided by Mel Adragna, Program Coordinator, over the summer
3. Reminder, a minimum of 30 total credits are required for graduation.
4. The graduation checklist should be updated each semester – so make sure that you are staying on top of your degree requirements. The graduation checklist is available at the DEL-MEM info site.
5. Be sure to consult your faculty instructors and course schedule/syllabus for specific course dates and deadlines. It is possible that some meeting dates might differ from the academic calendar

[Graduation Checklist](#)

#2. Periodically, the central registrar's office will require that students **update/confirm** their **contact information** in the [DukeHub](#). If you do not do this before the start of registration, you will not be able to enroll in classes. You will know if the student verification data is required if there is an alert banner on the home screen of your DukeHub account.

#3. If you have an **outstanding bill** on your **Bursar account** and you have not made sufficient arrangements, you will likely have a hold on your account that will need to be resolved before you will be able to enroll in fall classes.

[Master's Project Advising](#)

Fall 2019 Courses

Course descriptions are available in the [DukeHub](#)

- **ENVIRON 963** Program Management for Environmental Professionals
- **ENVIRON 964** Environmental Law and Policy
- **ENVIRON 965** Environmental Leadership Module (We're headed to D.C.!)
- **ENVIRON 998** Program Area Seminar

[Fall 2019 NSOE Course Schedule](#)

Quick Links

Bookmark these links for frequent use during the course registration period.

- [Academic Calendar 2019-2020](#)
- [Advising Web Pages](#)
- [Course Schedule at NSOE](#)
- [Independent Study Courses](#)

Place-based Sessions

August 18–20: Place-based Session (Summer). Attendance is mandatory. Meet new DEL-MEMs, fall 2019 course prep, and reconnect with school staff and faculty resources. *First year students are required to attend August 18-22.*

December 7–11: Place-based Session (Fall). Attendance is mandatory. Both first and second years are expected to attend the Washington, D.C. Leadership Module

May 7–8: Place-based Session (Spring). Attendance is mandatory.

Commencement Weekend 2020 occurs May 9 and May 10; attendance is optional.

[DEL-MEM Info Site](#)



Questions?

Should you have questions and/or run into trouble during the registration process, send an email to nsoe-registrar@duke.edu or call 919-613-7459.

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