

REGISTRATION

Students in good academic standing with no administrative holds and who have obtained adviser approval are eligible to register for courses during registration periods assigned by the University Registrar. Registration is done through the Albert Student Center, which can be accessed through NYU Home (<https://globalhome.nyu.edu/>).

Registration Appointments

Each semester around midterm, the University Registrar sets a registration appointment for each student. The appointment will appear on the Albert Student Center. Appointments are established according to the number of credits a student has earned. The appointment date is the earliest time that a student can register for classes.

*All students are required to obtain adviser approval in order to register.

Student Registration Holds

When logging into the Albert Student Center, students should verify that there are no holds on their record. Any holds, such as the library, prior term balance, and health vaccination holds, will prevent students from registering. Please contact the appropriate office to clear any holds before registering. To determine if a student has any holds, please view the Holds section on the Albert Student Center.

Please follow the procedure below for registration each term:

1. Students make an advising appointment with their academic adviser to be cleared for registration.
2. Students bring one copy of their unofficial transcript from Albert and two copies of their proposed schedule.
3. Students register through their Albert Student Center accounts. Please refer to the directions on the Registrar's website for assistance with using the Albert system (<http://www.nyu.edu/registrar/sis/training/?ref=HMPG#student-guides>) to register.

*Students should continually check Albert Student Center up to the start of classes for the latest room assignments, as these can change several times before classes actually begin.

Course Registration for Nursing Sequence Students

The Office of Undergraduate Programs will register students for all of their classes, both clinical and nonclinical, asking students for their preferences when possible. Students will receive a confirmation email when their schedule is complete and available in Albert.

The Office of Undergraduate Programs and Academic Clinical Affairs put a tremendous amount of effort into securing clinical sites and creating each student's individual schedule. Due to the requirements, policies, and procedures established by our hospital/agency clinical partners, we are unable to make changes to student clinical assignments once assigned, unless deemed necessary by program administration.

Registration of Designated Curriculum Progression

All Rory Meyers College of Nursing students should follow the appropriate nursing course progression outlined on their respective program curriculum sheets. After being cleared in NYU's registration

system, Albert, students are permitted to register for only the courses in which they were approved by their assigned academic adviser.

Students who register for any courses which were not approved by their adviser (e.g., a different undergraduate major, different graduate NP program, or courses outside of NYU Rory Meyers College of Nursing and do not show proof of attempting to transfer to the different program) may be involuntarily withdrawn from the non-approved courses. When students register for courses outside of their approved curriculum course progression, the courses may not count towards their degree in the Rory Meyers College of Nursing.

NYU Rory Meyers College of Nursing follows the university refund schedule for any dropped courses and the university registrar's calendar for the "W" notation appearing on student transcripts for withdrawn courses.

Permitted Course Loads

The regular full-time undergraduate program is 12 to 18 credits per semester. Students may register for over 18 credits by advisement only and with approval from the Vice Dean, Enrollment Management, Student Success, and Inclusion. Students wishing to take more than 18 credits in a given semester should complete and submit the Credit Overload Permission Form (<https://drive.google.com/drive/folders/1BoNmjMa-LHWmWJZQqrDXKHnigIM3agR/?usp=sharing&pli=1>). Students who wish to enroll in over 18 credits should be advised of the tuition for the cost of additional credits.

Auditing a Course at NYU Meyers

A student may audit courses with the permission of the instructor and their adviser. Auditors follow regular registration procedures, including payment of tuition. Regulations governing the auditing of courses are as follows:

1. Only matriculated students may audit courses.
2. Audited courses do not count in determining a student's maximum course load.
3. No more than two courses may be audited per semester.
4. Audited courses do not count toward full-time status.
5. Full tuition and fees apply to audited courses. Tuition remission may not be applied.
6. No credits are given nor is a letter grade recorded.
7. No withdrawals or refunds are granted.

Independent Study

An independent study requires a minimum of 15 hours of work per credit. To enroll in an Independent Study, a student must:

1. Get adviser approval to take the Independent Study course.
2. Identify a full-time faculty member able to sponsor the work or research.
3. Meet with the instructor to plan the coursework or research project.
4. Register for the appropriate numbers of Independent Study credits in Albert.

BS/MS Dual Degree Program

To be eligible for admission to the (BS/MS) Dual Degree Program, undergraduate students are recommended to have a minimum cumulative GPA of 3.50 in their first and second clinical sequence

semesters. Students are also recommended to have a minimum cumulative GPA of 3.50 across all four clinical sequence semesters at the time of completion of their BS degree. They must enroll in NYU Meyers graduate program within two years of graduation. Applications to the (BS/MS) Dual Degree Program are submitted directly to NYU Meyers Office of Student Affairs and Admissions.

Taking Graduate Nursing Courses

Students must be enrolled in the NYU Meyers Dual Degree program in order to take the College's graduate courses. These graduate courses must be pre-approved by the director of the respective graduate program. However, each semester a select list of graduate courses may be open to all undergraduate students. Please note that this selection is limited at faculty discretion and registration is not guaranteed.