MSM Spring Elective Registration FAQs

- How do I request a non-MSM elective course in the Spring semester?
    - Browse potential elective courses both inside Mendoza and outside Mendoza (e.g., Chinese literature) through inside.nd.edu Path Search.
    - For any interested course, email the instructor and explain that you would be taking the course for a grade; you will need this email confirmation as a screenshot for your request form.
    - Complete the elective request form found on the Mendoza student portal [link]
    - If approved, we will register you for the course.
- What is the timeline for processing my request for a non-MSM elective course?
    - Student Services will begin processing Non-Home Program and Non-Mendoza Student course registration requests no sooner than two weeks before the start of the term if able, and notify students by email if/when enrollment is processed.
    - In conjunction with the waitlist, we reserve priority enrollment for students who need a course(s) for their degree requirements. Student Services will try to satisfy MSM students ' elective requests only after a degree program course requirements are met.
    - Registration deadlines are as follows:
        - The last day to add an MGP course is as follows:
        - MW Mod Course: Tuesday, Week 1
        - TR Mod Course: Wednesday, Week 1
        - Full-Semester Course: Tuesday, Week 2
- Are non-MSM electives a degree requirement?
    - Non-MSM electives are not a degree requirement
    - Enrollment is dependent on instructor approval and seat availability
    - To take a non-MSM elective course, you must be in good academic standing, and the credits accrued cannot exceed the credit limit for the term
    - Non-home elective courses are not a degree requirement; you must have an academic reason for taking the elective.
    - Undergraduate courses do not count toward graduate degree requirements
- How many non-MSM elective courses can I take, and are they graded?
    - You can take up to 3 credit hours (typically totals one course) and audit a course only with approval from the department owning the course, the Academic Director and Student Services.
    - Non-home program elective courses do not count toward program degree requirements unless the course 1) aligns explicitly with your program curriculum and career development and 2) receives Academic Director and Student Services consent.
- Can I take any non-MSM elective course I want to take?
    - Core MGP and Lockstep Degree Program courses, which include MNAR, MSBA, MSBA-SA, and MSFR, are *NOT ELIGIBLE FOR ENROLLMENT* regardless of instructor consent.

- ○ MSA and MBA are not lock-step programs; therefore, MSM students may register for an MSA or MBA course as an elective with the instructor's consent.
  - ○ Here is a list of a variety of courses students have taken in the past:
    - ■ MBA 70464 Innovation in HealthCare Management waitlist
    - ■ SEI 40999 Consulting and Development
    - ■ EG 60501 Engineering Leadership for Graduate Students
    - ■ BIOS 40339 Human Gross Anatomy
    - ■ MARK 30130 Marketing Analytics
    - ■ MSA 70128 Spreadsheet Analytics and Statistics
    - ■ ARCH 43311 Catholicism and The City: Good Urbanism as Human Flourishing, Env. Stewardship and Sacramentality
    - ■ THEO 65940 Discernment
- ● Will I be placed on a waitlist for the non-MSM elective course?
  - ○ Yes. Student Services maintains and upholds the integrity of a waitlist across all programs, with students enrolling in courses outside of their home program depending on seat availability.
  - ○ Students enrolling in "home program" courses receive first priority for those courses. Once the "home program" course demand is satisfied and the necessary graduation requirements are met, open seats become available to "non-home" program students.
- ● What if Grow Irish conflicts with the non-MSM elective course I want to take?
  - ○ If Grow Irish is a requirement of your program, you must attend Grow Irish classes and communicate with the faculty of the non-home program course BEFORE the drop date to make sure it is permissible for you to miss class during your Grow Irish week.