

PROCEDURE FOR WEB REGISTRATION

1. Access Novasis at <http://novasis.villanova.edu>
2. Login to secure area
3. Enter user ID (SS#) and your Novasis PIN
4. Choose "Student Services"/Registration/Log-in to Registration for (enter semester)
5. Enter Registration PIN
 - If you do not know your Novasis Pin, contact the Registrar's Office (610 519-4030)
 - If you were not registered in the previous semester, you will not be able to register on-line until the Registrar reactivates your PIN
 - Check the MBA Student Handbook for minimum computer configuration for on-line courses
 - Faculty cannot sign a student into a closed section of a course.
 - Refer to MBA Student Handbook for detailed information on tuition charges for dropping and adding a course

**PROFESSIONAL MBA PROGRAM -
ACADEMIC CALENDAR – SPRING 2009**

REGISTRATION PIN – sp2009

- On-Line registration Tuesday, October 28, 9:00 a.m.
- Classes Begin Monday, January 12
- Last Day Drop/Add Sunday, January 18
- Martin Luther King Day Monday, January 19 (**NO Classes**)
- Semester Recess March 2-March 8 (**NO Classes**)
- Classes Resume Monday, March 9
- Last day for Authorized
 Withdrawal, with no
 academic penalty Wednesday, April 1
- Easter Recess Thursday, April 9 – Monday, April 13 (**NO
Classes**)
- Classes Resume Tuesday, April 14
- Final Exams (**7 P.M.**) Monday, May 4
 Tuesday, May 5
 Wednesday, May 6
 Thursday, May 7
- VSB Recognition Ceremony Saturday, May 16
- University Commencement Sunday, May 17

CLASS MEETING DATES – SPRING 2009

	<u>Monday*</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>
Jan	12, 26	13, 20, 27	14, 21, 28	15, 22, 29
Feb	2, 9, 16, 23	3, 10, 17, 24	4, 11, 18, 25	5, 12, 19, 26
Mar	9, 16, 23, 30	10, 17, 24, 31	11, 18, 25	12, 19, 26
Apr	6, 20, 27	7, 14, 21	1, 8, 15, 22	2, 16, 23, 30
Apr		28 th - NO CLASS	29 th - NO CLASS	
May	4(exam)	5(exam)	6(exam)	7(exam)

** Monday classes will meet from 6:00-9:00 p.m. for thirteen weeks.*