From the Registrar:
As we come to the close of semester one, I wish to highlight three key points.

CISSA end of semester function
As usual, the Catholic Institute of Sydney's Student Association (CISSA) will be holding their end of semester function this week. This is where a portion of the membership fee goes (the other significant part is to stock and maintain the student kitchen and common room). All lectures in week 12 will have their break as follows:

Monday 3 June to Thursday 6 June

Day classes: 11am-11:40am
Night Classes: 7pm-7:40pm

Registration for next semester
For those continuing to study and haven’t registered for semester two, rather than repeating everything here, I draw your attention to the registration poster on the student notice board outside the Gerard Kelly Lecture Room.

Semester results
Over the next few weeks, the lecturers will submit all student results to the registry office. The registry will process and prepare these for presentation at the CIS Assessment Review Committee. Following this, the results will be monitored by the Academic Standards Committee of the Sydney College of Divinity (SCD). Please note, all results are provisional until the Academic Board of the SCD approves them. After this, your final result will be sent to you in July. There may be a delay in receiving your results this semester due to the migration of the SCD’s student database system.

Finally, I also take this opportunity to wish the very best with your final assessments and exams.

Jason Israel

Mass is celebrated in the chapel
**Monday to Thursday at 12:40pm** this week.
Last Mass for this Semester will be on Thursday 13 June.
Mass will resume on Monday 29 July.

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**FRIENDS OF VEECH LIBRARY**
**TUESDAY, 18 June, 2019**
10.30am, Ryan Auditorium
99 Albert Rd Strathfield

*Mary of Nazareth: What Do We Really Know About Her*

*With Dr Debra Snoddy*

*RSVP to 14 June, 2019 to veechlibrary@cis.catholic.edu.au or 9752-9530*

*Friends of Veech Members -Free  Non-Members-Gold coin donation*
REGISTRATIONS

FOR WINTER INTENSIVES/EXTENSIVES AND 2nd SEMESTER 2019

Week 13, Exam Week
Tuesday 11 June – Thursday 13 June
11.30am – 5.45pm (excluding 1 – 2pm)

For Semester 2, 2019, the registration procedure is:

- As the registration week is shortened (due to the Queen’s Birthday long weekend), students are required to make an appointment to see a student advisor. This can be done by contacting the Registry Secretary, Mrs Mary Cassar ph: 9752 9501; email: mcassar@cis.catholic.edu.au.
- Please advise if you anticipate needing a consultation longer than the 10 minutes allocated for this process. Such may be the case for students nearing the completion of studies and require more time to discuss course progression/potential graduation etc.
- Upon arrival for your appointment, obtain a copy of your transcript from the Registry.
- You will then be directed to a student advisor who will either help you in your choices of course unit(s) or confirm the choices you have made.
- Students who arrive for registration without an appointment will still be seen, but will be required to wait for the next available student advisor.
- Students on International Student Visas MUST contact Dr Rohan Curnow or Mr Jason Israel to ensure their visa conditions are met by emailing directly registrar@cis.catholic.edu.au.
- The student advisor will then lodge your completed Registration Form at the Registry with your transcript attached.
- The Dean of Studies at each seminary is the designated student advisor for seminarians. Seminarians do not need to make an appointment.

Please note the following:

- Registrations will not be accepted by email or by phone.
- Should you not be able to present personally for Registration during the allocated week, you should request an interview by speaking with the Registry Secretary, or by emailing directly registrar@cis.catholic.edu.au.
- Should you wish to register into a Research Project, or a Research Essay, or another form of independent guided study, you are required to complete one of the Special Registration Application forms. These are available online or from the Registry shelves. Your student advisor will confirm that you are eligible.

Registrations for Semester 2 close on Friday 14, June 2019.

Late Registrations by continuing students are possible by appointment. Late Registrations are subject to a $100 Fee.

The viability of those course units taught by sessional lecturers is determined on the closing dates for Registration. Should cancellation of a course unit occur you will be contacted by the Registry to make an alternate choice.

Jason Israel
Registrar

Access to semester two course material will be through our CIS Online system using the same login details. Please advise the Registry if you change to your email address.