



Online Timetable Signup Semester Two, 2020

For **Semester 2, 2020** you will need to sign up for the activities (lectures, seminars, tutorials, labs, etc.) for each of the courses you are enrolled in. This is completed online through Allocate +, the timetable signup software used by the University.

Please note: if your course is being conducted online, you will still need to sign-up to a specific session (unless otherwise instructed by your School).

Login:

1. To log into Allocate+ go to <https://allocate.nd.edu.au/signup/apstudent>. You can bookmark this address, however, if this page is kept open too long, it will cause a security tag creating an "invalid session" message. If that appears, please close the page and re-open it.
2. Log in using your username (*student ID number*) and password. Your password is the same password used when logging into a workstation (*e.g. Campus Library computer*) or Blackboard, or accessing email via the MyND Portal. If you are a new student to the University, logging in for the first time and/or have not changed your password yet, your password will be Nd followed by your date of birth. Your date of birth must be 8 characters with no slashes or dots in between, for example, if your birthday is 21st January 1984, then the password would be Nd21011984.

Availability: Allocate+ may be unavailable periodically outside of each Semester/Term due to maintenance on the system.

Timetable Signup will be available on the following dates:

Note that timetable signup will not be accessible for 60 minutes prior to the start times.

School / Courses	Opening Date	Closing Date
Sydney Nursing	Monday, 6 July 2020 @ 12:00 PM Noon (AEST)	Friday, 7 August 2020 @ 12:00 PM Noon (AEST)
Fremantle Notre Dame Study Centre (TPP students)	Tuesday, 7 July 2020 @ 12:00 PM Noon (AWST)	Friday, 7 August 2020 @ 12:00 PM Noon (AWST)
Sydney All Schools except Nursing, Medicine, LOGOS and TPP courses	Wednesday, 8 July 2020 @ 12:00 PM Noon (AEST)	Friday, 7 August 2020 @ 12:00 PM Noon (AEST)
Fremantle All Schools except Medicine, Research and TPP courses	Thursday, 9 July 2020 @ 12:00 PM Noon (AWST)	Friday, 7 August 2020 @ 12:00 PM Noon (AWST)

Contacts for Timetabling Enquiries:

Contact	Issue	Fremantle	Sydney
School	<ul style="list-style-type: none"> Activities (classes) clashing with no alternatives available No available activities – all sessions full Enrolment advice 	<p>Notre Dame Study Centre: fremantle.ndsc@nd.edu.au</p> <p>Arts & Sciences: fremantle.artssciences@nd.edu.au</p> <p>Business: fremantle.business@nd.edu.au</p> <p>Education: fremantle.education@nd.edu.au</p> <p>Health: fremantle.health@nd.edu.au</p> <p>Law: fremantle.law@nd.edu.au</p> <p>Medicine: fremantle.medicine@nd.edu.au</p> <p>Nursing and Midwifery: fremantle.nursingandmidwifery@nd.edu.au</p> <p>Philosophy & Theology: fremantle.philosophytheology@nd.edu.au</p> <p>Physiotherapy: fremantle.physiotherapy@nd.edu.au</p>	<p>Notre Dame Study Centre: sydney.ndsc@nd.edu.au</p> <p>Arts & Sciences: sydney.artssciences@nd.edu.au</p> <p>Business: sydney.business@nd.edu.au</p> <p>Education: sydney.education@nd.edu.au</p> <p>Law: sydney.law@nd.edu.au</p> <p>Medicine: sydney.medicine@nd.edu.au</p> <p>Nursing: sydney.nursing@nd.edu.au</p> <p>Philosophy & Theology: sydney.philosophytheology@nd.edu.au</p>
IT Support	<ul style="list-style-type: none"> Technical difficulties, <i>e.g. unable to access Allocate +</i> 	<p>itservicedesk@nd.edu.au 08 9433 0999</p>	<p>itservicedesk@nd.edu.au 02 8204 4444</p>

Important:

1. The timetable will be published on the University website as soon as possible. It is expected, but not guaranteed, the timetable will be available on Friday 19 June 2020.
2. Please note the timetable is subject to change at any stage before the start date.
3. A public display of the timetable, when published, will be available here: [Fremantle Timetable](#) or [Sydney Timetable](#). **Please be sure to check the timetable on a regular basis in case any updates or changes have occurred.**
4. Selections can only be made after the opening date/time for the relevant campus and course, and before the relevant closing date.
5. Selection is made on a first come, first served basis and is limited to the number of available places within each course.
6. Information Technology and Services staff will be constantly monitoring the performance of the Online Sign-up. Appropriate notifications will be posted on the web should any problems arise.
7. If for any reason you manage to make your selections before the opening date/time, such selections will be discarded and you will need to return after the published opening times to re-select.

Questions

Any questions about your timetable selection choices should be directed to your school.

Any questions regarding technical difficulties such as being unable to login to Allocate+ please refer to the FAQ page to see if that answers your technical problem. If not, then please contact IT support.