Spring 2025 Registration Packet

Maryland University of Integrative Health
October 4, 2024

Important Registration Dates

October 7, 2024	Registration for Spring 2025 classes begins
December 1, 2024	Late registration period and $75/course late registration fee begin (*)
January 5, 2025	Spring 2025 trimester and classes begin Schedule adjustment period and $150/course schedule adjustment fee begin (*)
January 9, 2025	Last day to register for Spring 2025 classes

(*) There are no late registration fees and no schedule adjustment fees charged for new students who are registerting for their first trimester.

Courses with Early Registration Deadlines

Health and Wellness Coaching:
The registration deadline for the following courses is November 13, 2024
- COA-610 Fundamentals of Health and Wellness Coaching
- COA-665 Advanced Coaching
- COA-710 Advanced Coaching Competency Focus

Nutrition and Integrative Health:
The registration deadline for the following courses is December 1, 2024
- NUTR-654D Clinic II
- NUTR-656C Clinical Strategies in Nutrition Care I
- NUTR-656D Clinical Strategies in Nutrition Care II
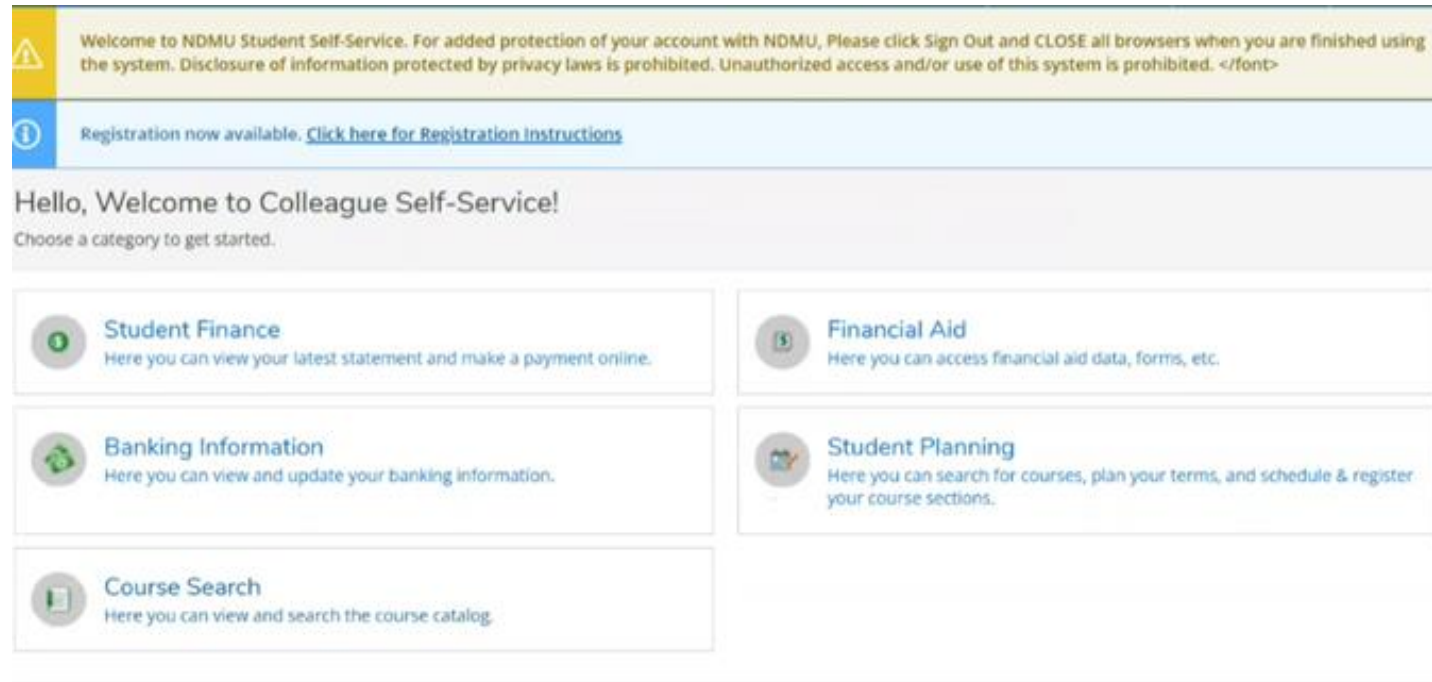
Registration

Directions

Registration
Step 1: Plan of Study

- [Find your Plan of Study HERE](#) to review which courses to register for.

- Notes
  - Plan of Study documents have moved from MyMUIH to this new NDMU SharePoint site.
  - You will need to be logged into your NDMU Microsoft account to access your Plan of Study in the new NDMU SharePoint site.
  - If you need help setting up or accessing your NDMU Microsoft account, contact the IT Help Desk at helpdesk@muih.ndm.edu or 410-532-5200.
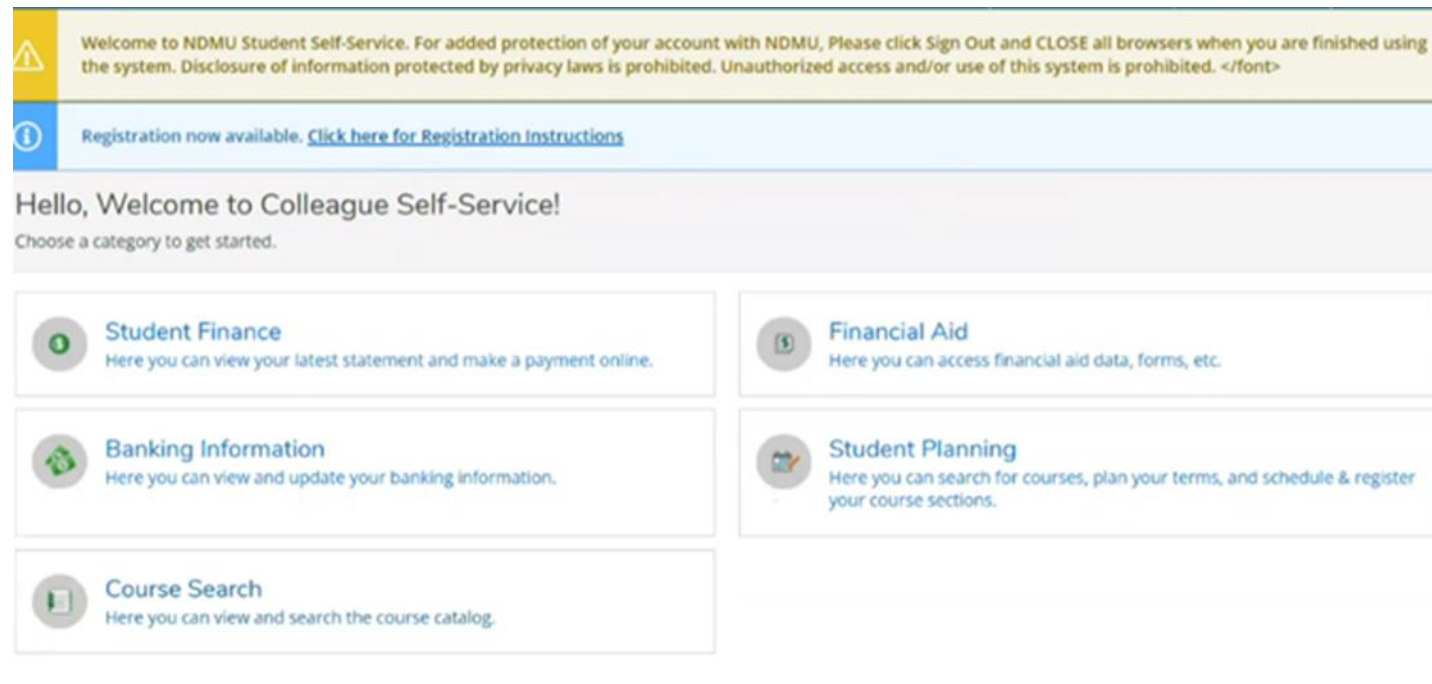
Registration
Step 2: Login to Self-Service Portal

- Log into the NDMU Self- Service Portal at **self.ndm.edu**.
- The portal landing page should reflect the image below:

Registration
Step 3: Select Course Search

- Select "Course Search" to access the list of courses for the term you are trying to register for.

Registration
Step 4: Get Full Course List

A. Select "Advanced Search"

B. Select term "Spring 2025-MUIH"

C. Click on "Search"

- The full course list will load once you select the correct term.

- Note: Some courses listed in the NDMU Self-Service portal will have different course codes than are shown in your plan of study. Please refer to the Crosswalk of Course Numbers on page 7 of this document.

Registration
Step 5: Check the Add Button

- Your screen should load as seen below. If your "Add" button is not blue, please contact advising@muih.edu.

- Avoid using "Filters" as they may affect the course list being populated accurately.

- To add a course to your schedule you must click the blue "Add" button.

Registration
Step 6: Select Add Section

- Once the dialogue box loads as seen below, select "Add Section" to make sure it gets added to your planned courses for the term.

Registration
Step 7: Complete Registration, Part 1

A. Select "Academics"

B. Select "Register/View Class Schedule"

C. The course (s) will populate under the term you are registering for as planned courses.

Registration
Step 8: Complete Registration, Part 2

A. To view all planned courses, click "Timeline"

B. Select the term you are registering for.

C. Select "Register".

Notes

- The last step (C) will change the course status from "PLANNED" to "ENROLLED".

- **If your courses do not say "ENROLLED" you are not registered.**

- Clicking "Register" completes the process.

Common Registration Problems

Courses Requiring Pre-Requisites - If you are attempting to register for a course that has a pre-requisite and you are either currently in the course in Fall 2024 or have already completed the course, you may receive an error message. We are working with NDMU to address this issue for all students. Until it is resolved please contact your assigned advisor should you encounter this error.

Unable to Register for Spring Term Courses - If you are trying to register directly from the schedule or catalog, you may only see Summer/ Fall term available, please be sure to use instructions above. If you are still having issues, please email advising@muih.edu.

Waitlists – If the course you are registering for has a waitlist, it is because there is another identical section available. This is used as an effort to fill the first section first before the waitlist section. If the course you are attempting to register for is full, please do not add yourself to a waitlist. There should be another section of the course, if there is not another section, please email advisng@muih.edu.

Virtual Drop-In Registration Sessions

Join the Spring 2025 Virtual Registration Drop-In Sessions if any of the following apply to you:
- You're a new student
- You're a student who was on a voluntary break in enrollment (VBE) in summer 2024 to fall 2024
- You don't know how to set up your NDMU email account (which you need to access the registration portal)
- You can't log in to the NDMU Self-Service Portal to register
- You don't see the classes for Spring 2025 listed, or you don't see Spring 2025 as an option to register
- You can't navigate the registration system, or you receive errors when you attempt to register for a course

You can drop into these sessions at any time during the specified meeting time and leave when your problem has been addressed. You do not need to stay for the whole 2-hour session.

Sessions are scheduled for the following dates. See the chart below for times and online and phone login information.
- October 16 and 29
- November 12 and 18
- December 5, 12, and 16
- January 2, 3, 7, and 8

Date and Time	Login Information
Wednesday, October 16 2:00pm-4:00pm ET	**Microsoft Teams** **Join the meeting now** Meeting ID: 277 162 773 237 Passcode: KGsjLR **Dial in by phone** +1 443-860-6350,,692971464# United States, Catonsville Find a local number Phone conference ID: 692 971 464#
Tuesday, October 29 6:00pm-8:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 257 508 150 303 Passcode: jrRiCd **Dial in by phone** +1 443-860-6350,,341063735# United States, Catonsville Find a local number Phone conference ID: 341 063 735#
Tuesday, November 12 1:00pm-3:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 291 901 955 228 Passcode: sXvFLE **Dial in by phone** +1 443-860-6350,,217884555# United States, Catonsville Find a local number Phone conference ID: 217 884 555#
Monday, November 18 7:00pm-9:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 293 378 003 494 Passcode: wDUBsh **Dial in by phone** +1 443-860-6350,,107684893# United States, Catonsville Find a local number Phone conference ID: 107 684 893#
Thursday, December 5 1:00pm-3:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 285 883 454 654 Passcode: TYjf7S **Dial in by phone** +1 443-860-6350,,654001960# United States, Catonsville Find a local number Phone conference ID: 654 001 960#

Wednesday, December 12 7:00pm-9:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 254 654 904 084 Passcode: aeD4N4 **Dial in by phone** +1 443-860-6350,,141782199# United States, Catonsville Find a local number Phone conference ID: 141 782 199#
Monday, December 16 10:00am-12:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 281 252 589 160 Passcode: AwoahC **Dial in by phone** +1 443-860-6350,,508223754# United States, Catonsville Find a local number Phone conference ID: 508 223 754#
Thursday, January 2 6:00pm-8:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 282 337 703 351 Passcode: TeMNGN **Dial in by phone** +1 443-860-6350,,67654260# United States, Catonsville Find a local number Phone conference ID: 676 542 60#
Friday, January 3 10:00am-12:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 223 655 496 777 Passcode: nmdm7c **Dial in by phone** +1 443-860-6350,,815769826# United States, Catonsville Find a local number Phone conference ID: 815 769 826#
Tuesday, January 7 6:00pm-8:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 254 677 003 175 Passcode: UyUn2E **Dial in by phone** +1 443-860-6350,,999181058# United States, Catonsville Find a local number Phone conference ID: 999 181 058#

Wednesday, January 8 2:00-4:00pm ET	**Microsoft Teams** Need help? **Join the meeting now** Meeting ID: 296 420 725 120 Passcode: qfRVQ3 **Dial in by phone** +1 443-860-6350,,286241451# United States, Catonsville Find a local number Phone conference ID: 286 241 451#

When to Use my.muih.edu vs. self.ndm.edu

NDMU's Self-Service Portal (self.ndm.edu) – Use this portal to register for classes, view your schedule of classes, and pay your bill

MyMUIH Data Portal – For students who were enrolled in a program prior to the Fall 2024 trimester, use this portal to review your curriculum progression up to the Summer 2025 trimester

Textbooks and Course Materials

To view the list of textbooks and materials for all courses, go to https://muih.edu/academics/office-of-the-registrar/.

Crosswalk of Course Numbers

Some courses listed in the NDMU Self-Service portal will have different course codes than are shown in your Plan of Study or in the Academic Catalog.

The chart below provides the list of Spring 2025 classes with their previous MUIH course code and their new NDMU course code.

Spring 2025 Classes – Crosswalk of Course Numbers		
MUIH Course Number	**NDMU Course Number and Section Number**	**Course Title**
AOM719	AOM-719-300	NCCAOM Exam Prep
AOM748	AOM-748-001	Spec Clin Tech/Chinese Med
AOM790b8	AOM-790B8-001	Superivsed Clinical Prac: Core
AOM790c8	AOM-790C8-001	Supervised Clinical Practice
AOM794	AOM-794-200	Collaborative Care

MUIH Course Number	NDMU Course Number and Section Number	Course Title
AOM7EXI	AOM-799-001	AOM Oral Exam Level Three
APP 606	APP-606-200	Becoming a Healing Presence
AYUR 633	AYUR-633-200	Ayurvedic Nutrition and Herbs
AYUR 635	AYUR-635-200	Ayurvedic Lifest Skills&Self-C
CHP 711A	CHP-711A-001	Chinese Herb Med Theory II
CHP 721A	CHP-721A-001	Clinical Internship
CHP 731B	CHP-731B-001	Clinical Thought Process
CHP751	CHP-751-100	Chinese Herbal Preparations
CHP 780a	CHP-780A-001	Core Group I
COA605	COA-605-200	Foundations of Healthy Lifesty
COA 610	COA-610-200	Fundamentals
COA 616	COA-616-200	Theories Principles Behav Chan
COA665	COA-665-200	Advanced Coaching
COA670	COA-670-200	Advanced Coaching Skills
COA710	COA-710-200	Advanced Coaching: Competency
COAPSAII	COA-702-200	Prof Coach Competency Assessmt
FPD781	FPD-781-001	Qi Cultivation
FPD850	FPD-850-001	Inderdiscip Diag & Treat
HRB 600	HRB-600-200	Fundamentals Herbal Medicine
	HRB-600-201	Fundamentals Herbal Medicine
HRB 605	HRB-605-200	Materia Medica I
	HRB-605-201	Materia Medica I
HRB 622	HRB-622-200	Herbal Pharmacy
	HRB-622-201	Herbal Pharmacy
HRB 641	HRB-641-200	Safety of Botanical Medicine
	HRB-641-201	Safety of Botanical Medicine
HRB 642	HRB-642-200	Quality Assessment
HRB653	HRB-653-200	Extrac, Analyt Meth&Form Strat
HRB691	HRB-691-200	Internship
HRB 705	HRB-705-200	Materia Medica II
HRB731	HRB-731-200	Clinical Experience I

MUIH Course Number	NDMU Course Number and Section Number	Course Title
HRB759	HRB-759-200	Applied Therapeutics
IHED 621	IHED-621-200	Com Strategies Health Educ
IHED 623	IHED-623-200	Health Edu Program Evaluation
IHED 625	IHED-625-200	Research Meth Health Ed
IHED637	IHED-637-200	Princ&Prac/HlthBehav&SelfCare
	IHED-637-201	Princ&Prac/HlthBehav&SelfCare
IHED642	IHED-642-200	Health Educ Program Implement
IHED777	IHED-777-200	Hlth Care Syst:Macro to Micro
IHM601	IHM-601-200	Telehealth Wellness Profession
IHM 650	IHM-650-200	Practice Management Coaching
IHM762	IHM-762-200	PracMgt:Prac&BusOrientMedIII
IHM763	IHM-763-001	PracMgt:Prac&BusOrientMedIV
INHS610	INHS-610-200	CIH Interventions
INHS620	INHS-620-200	Integrative Care Models
INHS710	INHS-710-200	Seminar Integrative Health St
ISCI522	ISCI-522-200	Found in Organic Chemistry
ISCI547a	ISCI-547A-200	Physiology I: Healthy Function
ISCI626	ISCI-626-200	Nutritional Biochemistry
ISCI627	ISCI-627-200	Pharmocol& Safety Chinese Herb
ISCI631	ISCI-631-200	Intro Complementary & Integ He
	ISCI-631-201	Intro Complementary & Integ He
	ISCI-631-202	Intro Complementary & Integ He
	ISCI-631-203	Intro Complementary & Integ He
ISCI 651	ISCI-651-200	Structur Pathology Integr Hlth
ISCI758b	ISCI-758B-001	Biomed Integ Acu&Chin Med II
NUTR001	NUTR-0501-001	SERVSAFE
NUTR601	NUTR-601-200	Redefining Nutrition
NUTR612	NUTR-612-200	Hum Nutri II:Micronutrients
NUTR614	NUTR-614-200	Hum Nutr I: Macronutrients
NUTR622	NUTR-622-200	Adv Biochem,Pathophys&Assess
NUTR630	NUTR-630-200	Supplmts in Nutrition Pract

MUIH Course Number	NDMU Course Number and Section Number	Course Title
NUTR635	NUTR-635-200	Applied Clinical Nutrition I
NUTR636	NUTR-636-200	Applied Clinical Nutrition II
NUTR641	NUTR-641-200	Life Cycle Nutrition
NUTR646	NUTR-646-200	Applied Clinical Nutri III
NUTR651A	NUTR-651A-200	Clinical Skills I
NUTR651B	NUTR-651B-200	Clinical Skills II
NUTR654D	NUTR-654D-300	Clinic
NUTR656C	NUTR-656C-200	Clinical Strat in Nutr Care
NUTR656D	NUTR-656D-200	Clinical Strateg in Nutri Care
NUTR668	NUTR-668-200	Culin Herbs in Kitchen&Beyond
NUTR671	NUTR-671-200	Food and Culture
NUTR672	NUTR-672-200	Mindful Eating&Nourishment
NUTR678	NUTR-678-200	Culinary Educator
NUTR680	NUTR-680-200	BehavChg/Select&PrepMeals
NUTR681	NUTR-681-001	Cook with Whole Foods Lab I
	NUTR-681-200	Cook with Whole Foods Lab I
NUTR682	NUTR-682-001	Cook with Whole Foods Lab II
	NUTR-682-200	Cook with Whole Foods Lab II
NUTR683	NUTR-683-001	Cook with Whole Foods Lab III
	NUTR-683-200	Cook with Whole Foods Lab III
NUTR684	NUTR-684-200	Cook with Whole Foods Lab IV
NUTR687	NUTR-687-200	Cook with Whole Foods Lab VII
NUTR688	NUTR-688-200	Cook w/ Whole Foods Lab VIII
NUTR801	NUTR-801-200	Princ/Integra&Functional Nutr
NUTR811	NUTR-811-300	Spec Topics/Nutrition II
NUTR822	NUTR-822-200	Epigenetics & Nutri Genomics
	NUTR-822-201	Epigenetics & Nutri Genomics
NUTR823	NUTR-823-200	Ethics in Clinical Nutrition
	NUTR-823-201	Ethics in Clinical Nutrition
NUTR831	NUTR-831-200	Integrat & Functional Nutr
	NUTR-831-201	Integrat & Functional Nutr

MUIH Course Number	NDMU Course Number and Section Number	Course Title
NUTR835	NUTR-835-200	Integr&Functional Nutr (E&EH)
	NUTR-835-201	Integr&Functional Nutr (E&EH)
NUTR850	NUTR-850-200	Nutr Focused Physical Exam
	NUTR-850-201	Nutr Focused Physical Exam
NUTR901	NUTR-901-200	Adv Clinical Nutr Residency
NUTR6EXI	NUTR-698-200	MSNIH Exam
	NUTR-698-201	MSNIH Exam
RSCH601	RSCH-601-200	Research Literacy
	RSCH-601-201	Research Literacy
YOGA 612	YOGA-612-200	Health&Disease: Yogic Perspec
YOGA 615	YOGA-615-200	Breath and Health
YOGA 635	YOGA-635-200	Therap Relation Client Edu II
YOGA 642	YOGA-642-200	Yoga Therapy: Prin Prac II
YOGA 645	YOGA-645-200	Mentor Yoga Ther Stu Clin II