# REGISTRATION AND COURSE SELECTION

## General Information

Registration is conducted in accordance with the Law School calendar. Generally, a registration is held during a 2-week period in October for the upcoming spring semester, in April for the upcoming fall semester, in March for the summer term, and in November for the winter term. J.D. student enrollment will be in the first week and LL.M. student enrollment will be in the second week. Priority appointment times are set up during registration. After this priority registration, students may continue to add/drop courses until the next semester. No JD student is allowed to register for any semester more than one week after that semester has begun. No LL.M. student is allowed to register for any course more than two weeks after that semester has begun. Registration may be blocked until all appropriate forms have been submitted to the Registrar's Office, all fines and indebtedness to the University (and the UConn Co-operative Bookstore) have been liquidated, and all tuition and fees for the coming semester have been paid in full.

For a JD students first term: Registration of course work is done by the Registrar's Office. This is true for required courses taken by JD students in the second semester as well; 1L JD Students in the day division will select their own statutory/regulatory course elective.

For an LL.M. student's first term: Prior to matriculation in the first semester at the Law School, LL.M. students will submit a course enrollment form to the LL.M. program director or her/his designee. Students will proceed to enroll in courses in consultation with the LL.M. program director or her/his designee.

For subsequent fall and spring terms: Registration is done on line via the student administration system.

For winter and summer terms: a Law School web-based form is used.

## Course Requisites

Some courses have designated pre- or co- requisites. A pre-requisite is a course that must be successfully completed before a second course may be taken. A co-requisite may be taken prior to, or concurrently with, the course for which it is required. For year-long courses and clinics, any pre/co-requisite must be completed by the end of the first semester. When registering for a course with a requisite, students must actively ensure that they satisfy the requirement prior to commencement of the course. The electronic registration system will not register students automatically in pre/co-requisite courses. The system will lock them out of courses for which a pre-requisite has not been satisfied. Students who fail to satisfy a pre-requisite or pre/co-requisite for a course will be required to drop that course. Any pre-requisite or pre/co-requisite may be waived with permission of the instructor. LL.M. students in the Insurance Law LL.M. program must also consult with the LL.M. program director prior to requesting a waiver.

LL.M. students may not be enrolled in courses beyond the first semester that require successful completion of the first semester course as a pre-requisite to another course unless waiver of this pre-requisite is approved by the Associate Dean for Academic Affairs, in consultation with the instructor of the later course.

## Enrollment and Waitlists

### Waitlists

Students must pay attention to the message received when enrolling inn classes. The message that says: "Success/Messages" generally means the student has been added to a course waiting list and not actually enrolled on the course. Waitlists will be updated as time permits during the week of enrollment appointments, but most certainly immediately after that week. As space becomes available, students are automatically enrolled from the waiting list into the course. This is not accompanied by notification from the Registrar's office including when the addition of the course creates a scheduling difficulty (i.e. time conflict, overload), Students are strongly encouraged to check their schedule of classes frequently to verify their course enrollment status. Students should remove themselves from a waiting list if interest in the course no longer remains.

### Registration Priority System

Pursuant to ABA Regulations, the registration priority system has been designed so that JD students have priority over all other students during registration. JD students will select courses in Week One of the registration period; all other students select courses in Week Two. Within that first week, JD students select courses according to a modified version of year/division priority. To allow students an opportunity to select desired courses, students are assigned multiple enrollment appointments (these are times in which a student may access the student administration system to select courses) with course limitations in each appointment. Within each appointment time, priority is on a first come/first served basis. After the priority registration period, enrollment is open. JD Students may add and drop courses at any time through the first week of classes the following semester. 1L students may not make any changes to their schedules once their courses are initially chosen. LL.M. students may add and drop courses at any time through the first two weeks of classes the following semester. During the priority and open registration periods, a waiting list is maintained for all courses that reach their enrollment limit.

Under the circumstances specified below, a certain number of seats may be reserved for defined categories of students, as follows:

- To give priority to JD evening students for evening courses, a certain number of seats will be reserved for evening students in evening courses. For each elective course taught in both the evening division and the day division in an academic year, 50% of the places in the evening division course are allocated to evening division students who have the same registration priority as competing day division students. For each elective course taught in the evening division but not in the day division in that academic year, 25% of the places are allocated to evening division students who have the same registration priority as competing day division students.
- Subject to the approval of the Associate Dean for Academic Affairs, an instructor may for pedagogical reasons reserve a certain number of seats for students who, by virtue of professional, international, or comparative background, training, or experience, may bring an educationally enriching perspective to the course.
- Subject to the approval of the Associate Dean for Academic Affairs, an instructor may for programmatic reasons reserve a certain number of seats for a cohort of JD students, or make enrollment of JD students by permission of the instructor.

All schedule adjustments must be made by the completion of the semester's add/drop period. Adjustments after this time will involve

instructor, associate dean, and/or petitions committee approval and may involve sanctions levied against a student (i.e. loss of a priority enrollment appointment the following semester). Questions regarding the Registration Priority System should be directed to the Office of the Registrar.