Law School Registration Overview

Law School Student Affairs
Curriculum Development

www.MyU.umn.edu
Topics Covered

• Types of registration processes
• Preparing for registration
  – Key registration dates
  – Check and clear holds
  – Finding course and degree requirement information
• Law Lottery registration
• Non-lottery registration processes
• Open enrollment period
• Registration Frequently Asked Questions
• Resources for more information
Types of Registration Processes

Law Lottery
– Fair, automated process that assigns courses to JD candidates based on their ranked course bids. 3Ls have priority.
– Info at: law.umn.edu/current-students/registration-services/registration-information

Summer Registration (via myu.umn.edu)
– Info at: law.umn.edu/academics/course-guide/summer-session-2019

Clinic Lottery
– Limited to clinic courses, takes place before Law Lottery
– Clinics limited to students in good standing
– Info at: law.umn.edu/current-students/registration-services/registration-information

Open Enrollment (via myu.umn.edu)
– Drop/add classes, set up course swaps, get on waitlist for closed classes
– Independent Study (writing or field placement)
– Moot courts
– Non-law graduate/professional classes

Administrative Enrollment (via lawreg@umn.edu)
– 1L courses, clinics, journal staff and editor positions, 2nd semester of two-semester courses
Preparing for Registration

• Check key registration dates
• Check and clear holds
• Review degree requirements
• Research available courses
• Consider special options (concentrations, dual degrees, study abroad, etc.)
Preparing for Registration – *Check dates*

Important registration dates (and lots of other registration information) can be found on the Registration Information web page of the Current Students website:

www.law.umn.edu/current-students/registration-services/registration-information
Preparing For Registration - Clear Holds!

- Check for holds on MyU.umn.edu
- Holds are indicated on the upper navigation bar
- Follow MyU instructions to clear with the appropriate office
Holds can prevent lottery and registration access

• Common Holds:
  – AU – Student Account Past Due
  – AG – Immunization

• NOTE: Holds can be placed on student records at any time. It is important to regularly check for holds throughout the semester.
Preparing for Registration - Review Degree Requirements

- Pull unofficial transcript from MyU.umn.edu
- See Academic Rules and/or Curriculum & Requirements page: [law.umn.edu/academics/degree-programs/jd/curriculum-requirements](law.umn.edu/academics/degree-programs/jd/curriculum-requirements)
- Plan ahead to ensure
  - 88+ credits of “law school work”
  - 64 in-class credits
  - 6 semesters full-time (12 or more credits)
  - Upper division course requirements
  - Foundational courses for concentrations
Preparing for Registration - *Find Course Information*

The [Current Students website](http://law.umn.edu/current-students/academic-resources) includes two helpful resources for planning your course schedule:

- Class and exam schedule grids, by semester
  [law.umn.edu/current-students/academic-resources](http://law.umn.edu/current-students/academic-resources)

- Course Guide
  [law.umn.edu/academics/course-guide](http://law.umn.edu/academics/course-guide)
Find Course Information - Class & Exam Schedules

2018-2019 CLASS & EXAM SCHEDULES
Summer 2019 Classes
Fall 2018 Classes
Fall 2018 Exams
Spring 2019 Classes
Spring 2019 Exams

2019-2020 CLASS & EXAM SCHEDULES
Fall 2019 Classes
Coming Soon
Fall 2019 Exams
Spring 2020 Classes
### Find Course Information - Course Grid

<table>
<thead>
<tr>
<th>Time</th>
<th>Room</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<td>8:00</td>
<td>50</td>
<td>6006 Civ Pro I CD Erbsen (8:35-10:00)</td>
<td>6006 Civ Pro I CD Erbsen (8:35-10:00)</td>
<td>6006 Civ Pro I CD Erbsen (8:35-10:00)</td>
<td>6002 Legal Rsch &amp; Writing C</td>
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<td>40</td>
<td>6051-02 BA/Corps Matheson (8:35-10:00)</td>
<td>6051-02 BA/Corps Matheson (8:35-10:00)</td>
<td>6051-02 BA/Corps Matheson (8:35-10:00)</td>
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<td>6236 Indian Law LeBeau (8:00-9:25)</td>
<td>6236 Indian Law LeBeau (8:00-9:25)</td>
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<td>6102/5102 Mergers &amp; Acquisitions Hill (8:35-10)</td>
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<td>65</td>
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<td>6007 Con Law E Morrison (8:30-9:25)</td>
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<td>6001 Contracts B Bix (MT 8:30-9:25; WTh 9:05-10)</td>
<td>6001 Contracts B Bix (MT 8:30-9:25; WTh 9:05-10)</td>
<td>6002 Legal Rsch &amp; Writing A</td>
<td>6002 Legal Rsch &amp; Writing C</td>
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<td>6002 Legal Rsch &amp; Writing C</td>
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<td>6002 Legal Rsch &amp; Writing C</td>
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<td>6002 Legal Rsch &amp; Writing A</td>
<td>6002 Legal Rsch &amp; Writing C</td>
<td>6627 Intl Tax Levinson Pearson (8:00-10:00)</td>
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<td>5</td>
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<td></td>
<td>6002 Legal Rsch &amp; Writing A</td>
<td>6002 Legal Rsch &amp; Writing C</td>
<td></td>
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</tbody>
</table>
First year courses are mostly mandatory courses. In the second and third years, students can choose from a wide variety of course offerings or choose to focus in one of the 11 concentration areas. Extensive experiential learning opportunities are available to build practical skills. Current class schedules can be found here.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
<th>Semester</th>
<th>Student Year</th>
<th>Course Type</th>
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<td>[Course #]</td>
<td>[Semester]</td>
<td>[Student Year]</td>
<td>[Course Type]</td>
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<th>Graduation Requirements</th>
<th>Instructors</th>
<th>Subject Area</th>
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<td>Choose some options</td>
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<table>
<thead>
<tr>
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<th>Items per page</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Keyword(s)]</td>
<td>[Items per page]</td>
</tr>
</tbody>
</table>

Current Students

- Course Guide
- Rules & Policies
- Career Resources
- Student Directory
Preparing for Registration - 
Consider Special Options

• Concentrations: 
  law.umn.edu/academics/concentrations

• Dual degrees: 
  law.umn.edu/academics/degree-programs/dual-degrees

• Study abroad: 
  law.umn.edu/academics/study-abroad

Review website information, then consult a faculty advisor or reach out to Student Affairs at lawdos@umn.edu.
Lottery Registration - What is it?

• Fair, randomized registration process
  – Automated program assigns students to open classes that do not conflict with student’s other course(s)

• Program cycles through all students’ top bids
  – All 3Ls first, then all 2Ls
  – Awards one open class to each student per cycle

• Cycle stops when a student’s total enrollment is between 12 and 15 credits.
  – Includes any pre-enrolled credits (clinics, certain student leadership positions, multi-semester courses)
Lottery Strategy

• Rank priority classes highest
  – Small, high-demand courses
  – Required upper division coursework
  – Foundational courses for concentrations or other upper division classes with prerequisite requirements

• Pay attention to time conflicts (check course grid)
  – If you get a high-ranked course early in bidding, the lottery will skip all subsequent course bids with a time conflict
  – Dual degree students - if enrolled in other program classes before the law lottery, law courses with time conflicts will be skipped

• May include multiple sections of one course
  – If you are awarded first section preference, lottery will skip other sections with same course number
Lottery - Link on Law School site
*(active only during Lottery period)*

First year students, in-coming visiting and transfer students, and LL.M. and exchange students registering for the first time will register for classes on-line through the University’s MyU registration system.

2L and 3L students register for fall and spring semesters by registering on-line, an automated process that randomly assigns students to classes. Allocations are prioritized lottery bids. 3L students have priority in their class resizing. Registration for fall semester generally takes place in mid-October. LL.M. and exchange students are provided with a passcode to register during open enrollment. Information on payment and registration deadlines and registration information is made available to students via University email and on-line information. Students are expected to regularly check their University email.

Questions should be directed to the Registrar’s Office by email at lawreg@umn.edu.
Lottery - Login with x500 ID
**Lottery - Confirm health coverage**

## Health plan coverage

### Declare Your Health Plan Coverage

**Instructions:** Read the following information and select the appropriate option below. This information must be submitted by 08/16/2013 or you will be enrolled in the University-sponsored Student Health Benefit Plan and charged a nonrefundable semester coverage fee, only students who meet eligibility requirements will be enrolled.

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Academic Career: Law</th>
</tr>
</thead>
</table>

### University Health Plan Coverage Requirement for Domestic Students

The University of Minnesota requires degree-seeking students registered for 6 or more eligible credits (or 3 credits in the summer) to have health plan coverage. "Eligible credits" are credits that count toward the automatic assessment of the Student Services Fee. Students subject to this University requirement are automatically enrolled in the University-sponsored Student Health Benefit Plan and charged a nonrefundable semester coverage fee unless they submit proof of eligible coverage for a waiver as outlined below.

Students who have active health plan coverage may request to waive the University-sponsored Student Health Benefit Plan by completing a waiver request (see below). Approved waivers will be valid for 2 years. If the credits you are registering for meet the eligibility requirement, and you DO NOT submit a waiver request by the posted deadline, you will be responsible for the cost of the University-sponsored Student Health Benefit Plan.

Students will be waived from the Student Health Benefit Plan if they provide proof of other insurance coverage.

### International Students

All international students will be automatically enrolled in the University-sponsored Student Health Benefit Plan and charged the nonrefundable semester coverage fee. International students who have a United States-based employer-sponsored group health plan may request a waiver by completing a [waiver request form](#).

International students enrolled as the primary member in the University-sponsored Graduate Assistant Health Plan will be automatically waived from the University-sponsored Student Health Benefit Plan.

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Please select the appropriate option below, then click **Continue**.

- ☐ I acknowledge that I will be enrolled in the University-sponsored Student Health Benefit Plan. (Only students who meet eligibility requirements will be enrolled. To learn about enrolling dependents, visit the [Office of Student Health Benefits website](#).)

- ☐ I have health plan coverage that meets waiver requirements through one of the following:
  - Blue Cross and Blue Shield
  - Dean Health Plan
  - HealthPartners
  - MIN Care or Medical Assistance(MA)
  - Preferred One
  - UCare
  - United Healthcare
  - Indian Health Services
  - Graduate Assistant Health Plan (GAHP)

I acknowledge that by completing these fields, I am requesting a 2 year waiver from the University-sponsored Student Health Benefit Plan.

- ☐ I have health plan coverage through a company other than those listed above. I understand that in order to waive the University-sponsored Student Health Benefit Plan I must complete and submit the **required waiver documentation** by the class registration deadline.
  - OR I have previously submitted and been approved for a 2 year waiver from the University-sponsored Student Health Benefit Plan.
  - OR I am registered for fewer than 6 eligible credits this term (3 credits in the summer).
  - OR I am a non-degree seeking, distance learning, EMBA, or PTMBA student.

**Note:** If you’d like to sign up for the Voluntary Student Dental Plan, you must do so through a separate enrollment website. Click here to learn more and enroll.

[Continue] [Cancel]
Rising 2L's – 12 bid choices
Rising 3L's – 9 bid choices
Lottery - Place/Arrange Bids

Instructions:
Select and move (> your top 12 choices to your Law Lottery Choices list. When 12 choices are in the Law Lottery Choices list, use the Up and Down buttons to rank your choices from highest (top) to lowest (bottom).

Click Submit when your choices are ranked. *NOTE: Moot Court to be determined at a later date.

Law School Class List

<table>
<thead>
<tr>
<th>Law School</th>
<th>Class List</th>
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</thead>
<tbody>
<tr>
<td>Administrative Law 6606-001</td>
<td>Shaffer, 3 cr</td>
</tr>
<tr>
<td>Antitrust I 6207-001, Gifford</td>
<td>3 cr</td>
</tr>
<tr>
<td>Bus Associations/Corps I 6051-001, Matheson</td>
<td>4 cr</td>
</tr>
<tr>
<td>CL:Bankruptcy 7092-001, Nelson,</td>
<td>Cutler, 2 cr</td>
</tr>
<tr>
<td>CL:Child Advocacy 7675-001,</td>
<td>Thomas, Sanderson, Moriearty, 4 cr</td>
</tr>
<tr>
<td>CL:Civil Practice 7000-001</td>
<td>Warren, Sanderson, 4 cr</td>
</tr>
<tr>
<td>CL:Environmental Sustain 7012-001, Cox</td>
<td>4 cr</td>
</tr>
<tr>
<td>CL:Immigration &amp; Hum Rts 7842-001, Nelson,</td>
<td>4 cr</td>
</tr>
<tr>
<td>CL:Indian Child Welfare 7098-001, Thomas, Sanderson,</td>
<td>4 cr</td>
</tr>
<tr>
<td>CL:Innocence 7010-001, Jonas</td>
<td>3 cr</td>
</tr>
<tr>
<td>CL:Misdemeanor Defense 7500-001, Simon, 3 cr</td>
<td></td>
</tr>
<tr>
<td>CL:Misdemeanor Prosecution 7550-001, Simon,</td>
<td>3 cr</td>
</tr>
</tbody>
</table>

NOTE: Ctrl + click to multi-select

Law Lottery Choices

<table>
<thead>
<tr>
<th>#</th>
<th>Law Lottery Choices</th>
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<tbody>
<tr>
<td>1</td>
<td>Sem:Mass Torts 6704-001, Zimmerman, 2 cr</td>
</tr>
<tr>
<td>2</td>
<td>Constitutional Law II 6014-001, Kitrosser, 3 cr</td>
</tr>
<tr>
<td>3</td>
<td>Copyright 6613-001, Okediji, 3 cr</td>
</tr>
<tr>
<td>4</td>
<td>Modern Real Estate 6213-001, Burkhart, 3 cr</td>
</tr>
<tr>
<td>5</td>
<td>Unincorporated Bus Assoc 6049-001, McDonnell, 3 cr</td>
</tr>
<tr>
<td>6</td>
<td>Land Use Planning 6201-001, Burkhart, 3 cr</td>
</tr>
<tr>
<td>7</td>
<td>Employee Benefits 6244-001, Nelson, Monahan, 3 cr</td>
</tr>
<tr>
<td>8</td>
<td>Wills and Trusts 6153-001, Younger, 4 cr</td>
</tr>
<tr>
<td>9</td>
<td>Food &amp; Drug Law 6402-001, Hall, 3 cr</td>
</tr>
<tr>
<td>10</td>
<td>S:Products Liability 6227-001, Ross, 3 cr</td>
</tr>
<tr>
<td>11</td>
<td>Professional Responsibility 6600-001, Burns, 3 cr</td>
</tr>
<tr>
<td>12</td>
<td>Employment Law 6632-001, Befort, 3 cr</td>
</tr>
</tbody>
</table>
**Lottery**

Send an email confirming your Lottery Bid Submissions

- **Results** - You will be notified by the Law School of lottery results in 2-3 weeks. At that time you will be able to view your enrollment on MyU.
- **Edit** - You can Edit Choices and resubmit your Law Lottery up until the lottery closes.
- **Print** - Print out a copy of your choices by clicking the browser Print button.
- **Email** - Enter your email address and click Send to receive an electronic copy of this page.

**Your Law Lottery Choices:**

<table>
<thead>
<tr>
<th>Choice</th>
<th>Class</th>
<th>Day(s)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moot Court</td>
<td>Moot court, journal, clinic</td>
<td></td>
<td></td>
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<tr>
<td>1</td>
<td>Sem: Rule of Law 6918-001, Stein, 2 cr</td>
<td>M</td>
<td>03:35 PM - 05:30 PM</td>
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<tr>
<td>2</td>
<td>International Human Rights Law 6886-001, Weissbrodt, Frey, Krohnke, 3 cr</td>
<td>F</td>
<td>09:05 AM - 12:10 PM</td>
</tr>
</tbody>
</table>

- **pre-enrollment**

Email bid selections to yourself
Non-Lottery courses with Special Permission/Requirements

- **Independent Research/Writing**
  - Application, faculty approval, Associate Dean approval
  - Access through Course Guide

- **Independent Field Placement**
  - Application, site approval, faculty approval, Associate Dean approval
  - Access through Course Guide

- **Non-law graduate/professional coursework**
  - Associate Dean approval
  - Access through Student Forms page on Current Students website
Open Enrollment

- During Open Enrollment (Cancel/Add & Waitlisting period), students can enter the enrollment system through [www.myU.umn.edu](http://www.myU.umn.edu) to Cancel/Add courses, add themselves to waitlists, or set up future course swaps.
Open Enrollment Access

- Use MyU shopping cart feature to:
  - drop/add courses
  - get on waitlist or set up future swaps
Class Search on MyU - details
Add, Drop, Swap, Waitlist

Register (Shopping Cart)

Add, Drop, Swap, Waitlist
Lottery F.A.Q.s

Why was I not awarded a class bid?

- **Class is full**
- *Class conflicts with another successful class bid* (any time overlap of 1 minute or more will be considered a “conflict”)
- **Too many credits** - if at least 12 credits have already been assigned, by either pre-enrollment or lottery-awarded, the lottery will not add any additional credits that put the student beyond 15 total credits.
Lottery - F.A.Q.'s, con’t

Why did I get so few classes through the lottery?

Poor bidding strategy = fewer classes
Give thought to prioritizing popular courses, smaller sized classes (seminars), required courses, and watch for time conflicts.

How do pre-enrolled credits affect my lottery bidding?

These credits will count against the credits awarded to you through the lottery. For example, if you are pre-enrolled for 2 credits of journal work, the lottery will award you a maximum of 13 course credits.
I can’t find the Lottery system in MyU!
Remember, the Lottery access button is ONLY available during the lottery period on the Registration Information of the Law School’s Current Students website:
https://www.law.umn.edu/current-students/registration-services/registration-information

How and when do I register for a non-law course?
JD candidates can earn credit towards the JD degree for non-law graduate or professional coursework at the University that is certified as being “substantially law-related”. All non-law courses associated with Law School Concentrations will be approved as “substantially law-related”, but permission must still be received. (Reminder - non Law courses DO NOT factor into the Law GPA.)

Can I take a foreign language course in law school?
Foreign language credits are not eligible to be counted towards the Law School’s credit requirements and are not covered by the Law School’s plateau tuition structure. Students seeking to take a foreign language can consider enrolling through the College of Continuing Education (CCE), which incur separate tuition charges. For more info, visit: https://ccaps.umn.edu/.
How-to Guides

www.onestop.umn.edu/howto/index.html
How to contact One Stop?

In person:
- 333 Robert H. Bruininks Hall, East Bank
- 130 Coffey Hall, St. Paul Campus
- 130 West Bank Skyway

Phone: 612-624-1111

E-Mail: onestop@umn.edu
For More Information

- JD Degree requirements: https://www.law.umn.edu/academics/degree-programs/jd/curriculum-requirements
- Registration Information: https://www.law.umn.edu/current-students/registration-services/registration-information
- Course Guide: https://www.law.umn.edu/academics/course-guide
- Concentration Information: https://www.law.umn.edu/academics/concentrations
- Concentration Advising Videos: https://www.law.umn.edu/current-students/academic-resources/1l-resources/concentration-advising-videos
For More Information

Contact the Law School’s Office of Student Affairs!
N160 Mondale Hall
https://www.law.umn.edu/current-students

- For registration-related requests or questions, email the Registrar team at lawreg@umn.edu
- For advising questions, or to request an advising meeting, email lawdos@umn.edu

Best of luck!