

**University of Georgia School of Law**  
**2L and 3L Registration Guide**  
**Spring 2019**

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**October – Nov 6: Assess what you have completed and what you have left to complete. Make sure you are aware of and on-track to complete all graduation requirements.**

1. **Check your unofficial transcript and [DegreeWorks](#) against graduation requirements, listed in full in the [Student Handbook, Part 1, General Requirements for the Juris Doctor Degree](#).**
  - a. 88 credit hours, 6 full-time semesters, and 2.0 GPA minimum required for JD
    - i. Dual degree students should reference the credit hour requirements of their program.
  - b. Required Coursework:
    - i. First Year Courses
    - ii. The Law & Ethics of Lawyering
    - iii. Writing Requirements
      1. 2L Writing Requirement (list available [here](#))
      2. Capstone Writing Requirement (list available [here](#))
    - iv. Practical Skills Requirement (6 credit hours) (list available [here](#))

**October – Nov 6: STEP 2: Review the schedule of courses and compile a draft schedule.**

1. **The Spring 2019 class schedule and exam schedule are available on the [Class Schedules & Registration page](#).**
  - a. “Class Schedule” = weekly grid
  - b. “Course List” = list format, includes CRN numbers, includes writing requirement and practical skills info
  - c. [Exam Conflicts and Exam Rescheduling](#)
  - d. [Course Descriptions](#) includes pre-requisite information
    - i. The course’s professor may sometimes waive prerequisites or co-requisites. Contact professors directly to request a waiver.
  - e. [Faculty Profiles](#)
2. **Credit Hours**
  - a. Spring 2019: Min = 12, Max = 18. (A 3L student may take 10 credit hours their last semester).
3. **[Faculty Insights for Choosing Courses Videos](#)**
4. **The MPRE and the Bar Examination\***
  - a. Many students report that completing Law & the Ethics of Lawyering *prior* to taking the MPRE exam is helpful. You can find upcoming MPRE dates on the [NCBE website](#).
  - b. [Subjects Test on the Georgia Bar Exam](#), see Part B, Section 6
5. **[Supervised Research and Independent Projects](#)**
6. **[Clinics, Externships, & Experiential Learning Programs](#)**

*\*All information provided regarding the MPRE and Bar Examination is subject to change. Check the website(s) of individual state bars often for the most up-to-date and accurate information.*

**November 7 – November 9: Complete Fall Point Allocation.**

**The Point Allocation Period begins at 9:00am Wednesday November 7, 2018 and ends at 4:00pm Friday, November 9, 2019. The timing of your point allocation within the designated period is unimportant. No advantage to allocating first. However, you must make your point allocations before the 4:00 deadline on Friday, November 9<sup>th</sup>.**

1. **Class of 2019 receives 65 points to allocate. Class of 2020 receives 50 points to allocate.**
  - a. Points are not transferrable to other students nor can they be saved for another registration period.
  - b. You can bid points on up to 5 courses.
  - c. You cannot bid “0” points on a course.
  - d. You do not need to allocate points for any course in which you have been given permission to participate through application and/or alternate selection process.
  
2. **Best resources to consult when considering how to allocate your points:**
  - a. Historical Point Allocation Information
    - i. Point allocation from the previous Spring (Spring 2018), listed on [the Class Schedules & Registration](#) page under “Spring 2019”.
    - ii. [Point allocation back to 2009](#)
    - iii. The number of points any given course will require for permission to enroll vary from year-to-year. PREVIOUS POINT ALLOCATION INFORMATION A GUIDE – NOT A GUARANTEE
  - b. Peer Mentors and advice of other upper-class students
  - c. Rule of thumb – bid the most points on small classes, high-demand classes, and classes that you are most interested in taking. It is easy to become wrapped up in the strategy of point allocation – consult the resources listed, use your good judgment, and let the chips fall as they may.
  
3. **Follow the instructions below carefully. Once you submit your point allocation in My Georgia Law it is final and cannot be changed!**

*Please note that the all screenshots shown are only examples. They do not reflect correct information regarding course availability or true point allocation results.*

4. **Login to the [My Georgia Law portal](#) between 9:00am Wednesday, November 7 and 4:00pm Friday November 9 and allocate your points.**
  - a. Click the “Point Allocation” tab in the top menu.



b. Select the courses that you wish to allocate points for from the drop-down menu.

**POINT ALLOCATION**

Fall 2017 - Test Student - current 1L

Please review the [Registration Guidelines and Procedures](#) for instructions.

See also: [Point Allocation History for Fall Semester 2016](#)

JURI 4210 : 28129 - Corporations - Sachs

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JURI 4085 : 28106 - Advanced Legal Research - Cahill / Burnett

JURI 4085 : 28107 - Advanced Legal Research - Watson / Joyner

JURI 4087 : 36834 - Business Law Research - Striepe

JURI 4088 : 41814 - Writing for Judicial Clerkship - Schewedler

JURI 4090 : 39745 - Property (Upper) - Milot

JURI 4180 : 39746 - Constitutional Law I (Upper) - Sawyer

JURI 4190E : 41590 - Constitutional Law II - Levin

**JURI 4210 : 28129 - Corporations - Sachs**

JURI 4211 : 28130 - Business Negotiations - Morgan

JURI 4215 : 28131 - Anatomy of an M&A Deal - Wilson

JURI 4225 : 39724 - Business Reorganization in Bankruptcy - Levengood

JURI 4250 : 28229 - Evidence - Dennis

JURI 4280 : 28232 - Trusts & Estates I - Hall

JURI 4300 : 28565 - The Law and Ethics of Lawyering - Brown

JURI 4300 : 39725 - The Law and Ethics of Lawyering - Hall

JURI 4320 : 36904 - Administrative Law - Barnett

JURI 4360 : 36907 - Bankruptcy - Baradaran

JURI 4384 : 36908 - Accounting & Finance for Lawyers - Chapman / Kelly

JURI 4430 : 36912 - Copyright Law - Shipley

Submit

c. Assign points and click "Submit".

**POINT ALLOCATION**

Fall 2017 - Test Student - current 1L

Please review the [Registration Guidelines and Procedures](#) for instructions.

See also: [Point Allocation History for Fall Semester 2016](#)

JURI 4210 : 28129 - Corporations - Sachs 12

JURI 4250 : 28229 - Evidence - Dennis 14

JURI 4360 : 36907 - Bankruptcy - Baradaran 6

JURI 5622 : 39851 - Public Health Law - Khan 8

JURI 4430 : 36912 - Copyright Law - Shipley 10

Points Remaining (click number to update): 0

Submit

d. **Print the confirmation page or take a screen shot and save it.** Check and make sure that CRN numbers, JURI numbers, course names, and professor names are correct.

POINT ALLOCATION	
Fall 2017 - Test Student - current 1L	
Thank you. Your point allocation has been submitted.	
Course	Points
JURI 4210 : 28129 - Corporations - Sachs	12
JURI 4250 : 28229 - Evidence - Dennis	14
JURI 4360 : 36907 - Bankruptcy - Baradaran	6
JURI 5622 : 39851 - Public Health Law - Khan	8
JURI 4430 : 36912 - Copyright Law - Shipley	10

### November 14 – November 15: View Point Allocation Results and Open Classes

Please note that the all screenshots shown are only examples. They do not reflect correct information regarding course availability or true point allocation results.

POINT ALLOCATION		
Fall 2017 - Test Student - current 1L		
Course	Points	Status
JURI 4210 : 28129 - Corporations - Sachs	12	Waitlist, not eligible to register
JURI 4250 : 28229 - Evidence - Dennis	14	Eligible to register
JURI 4360 : 36907 - Bankruptcy - Baradaran	6	Eligible to register
JURI 5622 : 39851 - Public Health Law - Khan	8	Eligible to register
JURI 4430 : 36912 - Copyright Law - Shipley	10	Eligible to register

1. **Point allocation results will become available in the My Georgia Law Portal on or before November 14. An announcement will be sent via list serv when results are available. Click the “Point Allocation” tab in the top menu.**
  - a. When you view your point allocation results, one of three results will show:
    - i. “Eligible to Register” = you allocated enough points to “win” a spot in that class. You are permitted to enroll in that class during Registration.
    - ii. “Waitlist, not eligible to register” = you did not allocate enough points to “win” a spot in this class. You are not permitted to enroll in that class during Registration. You are on the waitlist.
    - iii. “Not eligible to register” – means you did not allocated enough points to “win” a spot in this class nor did you allocate enough points to be placed on a waitlist.
2. **“OPEN” classes are classes that did not fill during point allocation. YOU MAY ADD ANY “OPEN” CLASS DURING REGISTRATION, REGARDLESS IF YOU ALLOCATED POINTS TO THE “OPEN” CLASS.**

- a. Look at the Course List for info on which classes are “OPEN”. Course List on [the Class Schedules and Registration page](#). The last column lists:
  - i. “Closed” or “Permission Only” = either filled during point allocation or require special permission to register.
  - ii. “OPEN” = you can add that class during registration without any additional permissions during registration
    1. Most students do not “Win Bid” on every class for which they allocate points. Use “OPEN” classes to replace those courses for which you are not eligible to register for through point allocation.

**November 16 – December 3: Register for Fall Courses.**

**Registration begins Friday, November 16 and ends at 4:00pm Monday, December 3.**

**The timing of your registration within the designated period is unimportant. No advantage to registering first. However, you must register before the 4:00 deadline on Monday, December 3. If you do not register for your classes in Athena prior to the deadline eligibility based on point allocation expires. No exceptions.**

1. **Gather CRN numbers for the courses you plan to register for from the** relevant Course List, listed on the [Class Schedules & Registration page](#).
  - a. CLINICAL COURSES HAVE 2 RELEVANT CRN NUMBERS. One for lecture/seminar portion of the course, and one for the clinical/work placement portion. YOU MUST REGISTER FOR BOTH CRNS. YOU MUST REGISTER EQUALLY FOR BOTH CRNS.
    - i. For example, you cannot register for 2 hours of the lecture/seminar CRN and 3 of the clinical/work placement CRN - you must register for 2.5 and 2.5. Total number of hours will vary, but no matter how many hours, THEY MUST BE SPLIT EQUALLY.
2. **Check the [Course Schedules and Updates page](#) for changes/updates to the schedule you may have missed.**
3. **Registration Advice and FYI.**
  - a. Check for “Flags”. Flags result from failure to fulfill an obligation (e.g., failure to pay a parking ticket or other University-related fine or bill. A flag must be removed by the appropriate University official before you can register. You can check for flags by clicking on the “Student Records” tab in the main Student menu.
  - b. Then enter the CRN numbers of each class you want to add for that term in the boxes at the bottom of the screen under the “Add Classes Worksheet” header, click “Submit Changes”. **DO NOT SEARCH COURSES BY JURI NUMBER, ENTER CRN NUMBERS.** Searching by JURI number can easily result in an incorrect registration!

**ATHENA** Sign Out Help

Personal Information Student Financial Aid Faculty Services Find a page...

**Add or Drop Classes** 810170242 Paula McBride Fall 2014 Aug 06, 2014 03:50 pm

Home > Student > Registration > Change Class Options > Add or Drop Classes

To add a class, enter the Course Reference Number (CRN) in the Add Classes section.  
To drop a class, use the options available in the Action pull-down list.  
To view available classes and their CRNs, use the class search button below.  
CRNs of co-requisite courses must be entered in the worksheet at the same time. IMPORTANT NOTE: Once you drop a co-requisite, for example, a lab to match a lecture, Athena will also drop the corresponding co-requisite course. There is no guarantee in this case you will get into the lecture again.

**Current Schedule**

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title	Course Materials
***Web Registered*** on Aug 04, 2014	None	82452	EADU	9000	0	Doctoral	3.000	Satisfactory/Unsatisfactory	Doctoral Research	List

Total Credit Hours: 3.000  
Billing Hours: 3.000  
Minimum Hours: 0.000  
Maximum Hours: 18.000  
Date: Aug 06, 2014 03:50 pm

**Add Classes Worksheet**

Submit Changes Class Search Reset

Sign Holds Change Class Options Week at a Glance Look Up Classes UGA Bulletin

- c. You can continue to drop and add courses on the above screen at any time during the Registration, Schedule Adjustment, and Drop/Add periods.
  - i. If you are attempting to add an "OPEN" class and you receive an error message, contact the Law Registrar, Dr. Paula McBride ([mcbride1@uga.edu](mailto:mcbride1@uga.edu)) for assistance.
  - ii. Rely on the information listed in the Course List regarding # spots available in a class, not Athena. Information in Athena regarding spots available in a course is not always up to date.
- d. When you are done adding classes, go back to the Registration menu. Click "Student Detail Schedule" to double check that your schedule is correct. Print this page or take a screen shot for your records.

**ATHENA** Sign Out Help

Welcome [redacted] to the new Athena! Find a page...

Home > Student > Registration

Personal Information Student Financial Aid

**Registration**  
Check your registration status, class schedule, and add or drop classes

- Select Term
- Change Class Options
- Registration Status
- Waive/Add Optional Fees

**Student Records**  
View your holds, grades and transcripts

- Add or Drop Classes
- Week at a Glance
- Active Registration

**Student Account**  
Fall 2014 balances are due August 8, 2014. Financial Aid will not be reflected until late July.

**My Programs**  
View and change your majors, minors, certificates and areas of emphasis.

- Look Up Classes
- Student Detail Schedule
- Registration History

## December 7 – January 14: Schedule Adjustment and Drop/Add

### 1. Schedule Adjustment: December 7 – January 14

- a. If you failed to register during Registration, or want to make adjustments after Registration, you make adjustments at this time.
- b. Make sure to check the updated Course List on the [Class Schedules & Registration page](#) and the [Course Schedules & Updates Page](#) before attempting to make any adjustments.
- c. Only those courses listed as “OPEN” on the updated Course List when Schedule Adjustment begins can be added.
  - i. If you attempt to add a course listed as “OPEN” and you receive an error message, contact the Law Registrar, Dr. Paula McBride at [mcbride1@uga.edu](mailto:mcbride1@uga.edu).
- d. Please rely on the information listed in the updated Course List regarding spots available in a course rather than the information reflected in Athena. Information regarding availability in Athena is not always up to date.

### 2. Drop/Add: January 8 – January 14

- a. You may drop classes and add OPEN classes just as you would during Schedule adjustment.
- b. Your schedule is final after January 14.

## November 16 – January 14: Waitlists and Lotteries.

### 1. Waitlist priority is based upon points bid. You are automatically added to the waitlist for classes for which you bid points but did not “Win Bid” during Point Allocation. Waitlists are maintained for courses which fill during point allocation until the end of Drop/Add.

- a. If a spot becomes available in a closed course, the Law Registrar (Dr. Paula McBride) will contact the next student on the waitlist at their UGA e-mail address, and that student has 24 hours to confirm that they would like to register for the course for which they were previously waitlisted.
- b. If a student fails to respond to that e-mail or the student responds declining a spot in the course, the spot will be offered to the student who is next on the waitlist.
- c. Waitlists are run manually by the Law Registrar, and are not run automatically through Athena.
- d. Do not harass Dr. McBride regarding waitlists – she will contact you.
- e. Professor permission does not override a waitlist.
- f. Contact the Law Registrar, Dr. Paula McBride ([mcbride1@uga.edu](mailto:mcbride1@uga.edu)) and request to be added to a waitlist for a closed course that you did not bid points on. You will be added to the bottom of that course’s waitlist.

### 2. Lotteries happen when a course that was “OPEN” going into Registration, Schedule Adjustment, or Drop/Add overfills during that period. Lotteries are rare.

- a. Students who bid points on a course and added that course during Registration are not included in lotteries – they are guaranteed a spot in the course.
- b. If a lottery has to take place, it will happen soon after the Registration Period and/or Schedule Adjustment period ends.
- c. If you are required to drop a class you will be contacted by the Law Registrar, Dr. Paula McBride.