

University of Georgia School of Law
Class of 2019 Registration Guide
Fall 2018

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MARCH 20 – APRIL 11: 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. Login to [Athena](#) and look at your unofficial transcript.
 - a. [How to Access your Unofficial Transcript in Athena](#)

2. Check your unofficial transcript 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. Credit hour requirement varies for dual degree programs – dual degree students should reference the credit hour requirements of their dual degree program.
 - b. Required Coursework:
 - i. First Year Courses
 - ii. The Law & Ethics of Lawyering
 - iii. Writing Requirements
 1. 2L Writing Requirement
 - a. Students must complete a 2L Writing Requirement qualifying course during their 2L year.
 - b. 2L Writing Requirement courses were assigned through the 2L Writing Requirement selection process.
 - c. View the list of 2L Writing Requirement Qualifying Courses in the [Student Handbook, Part 1, Upper Level Writing Requirements \(F16 or later\)](#).
 2. Capstone Writing Requirement
 - a. Students must complete at least one Capstone Writing Requirement qualifying course to graduate.
 - i. Capstone Writing Requirement qualifying courses require an analytical writing project of at least 20 double-spaced pages.
 - ii. Students must upload their completed Capstone Writing Requirement qualifying project to the My Georgia Law portal under the “Capstone Writing Requirement” tab in the top menu in order to fulfill the requirement.
 - iii. View the list of Capstone Qualifying Courses in the [Student Handbook, Part 1, Upper Level Writing Requirements \(F16 or later\)](#).
 - iv. Capstone course qualifying info also on Course List.
 - iv. Practical Skills Requirement
 1. A minimum of 6 credit hours of practical skills requirement coursework must be completed to graduate.
 - a. View the list of Practical Skills qualifying courses in the [Student Handbook, Part 1, Practical Skills Requirement](#).
 2. 2L Writing Requirement courses satisfy the 2L Writing Requirement only, and *cannot be “double-counted”* as practical skills hours if the course is also listed as practical skills.
 3. Capstone Writing Requirement courses *can be “double counted”* as practical skills hours if the course is also listed as practical skills.

MARCH 20 - APRIL 10: STEP 2: Review the schedule of courses and compile a draft schedule. Consider all schedules – Summer, Fall and Spring!

1. **Summer 2018, Fall 2018, and Spring 2019 class schedules and exam schedules 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. Fall 2018 & Spring 2019: Min = 12, Max = 18
 - b. Summer 2018: Min = 1, Min for Financial Aid = 3, Max = 8

3. **Many Summer 2018 Courses Available Online**
 - a. Summer courses require the payment of tuition; scholarships do not apply in summer.
 - b. Financial aid may be available for students who enroll in three or more credit hours during the summer term. Complete the [Summer Financial Aid Request](#) if you want to receive student loans for summer. Contact the [Financial Aid Office](#) for more information.
 - c. [Distance Hour Credits Hour Limitation](#)

4. **[Course Concentrations](#)**
 - a. You are not required to complete any specific course concentration. They are a helpful reference if you are interested in a particular area of law, as the corresponding concentration will represent the majority of classes offered in that area of law.
 - b. Choose the concentration you are interested in from the menu; then click “Search for Courses”.

5. **[Faculty Insights for Choosing Courses Videos](#)**

6. **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.
 - i. You can find upcoming MPRE dates on the [NCBE website](#).
 - b. [Subjects Test on the Georgia Bar Exam](#), see Part B, Section 6

7. **[Supervised Research and Independent Projects](#)**
 - a. [Supervised Research Form](#)
 - b. [Independent Project Form](#)

8. **[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.*

MARCH 20 – MAY 22: Register for Summer Courses (if applicable).

- 1. If after completing Step 2 you have decided to enroll in Summer 2018 courses, register for them in Athena before Monday, May 21 (first day of Summer 2018 course meetings).**
 - a. Before registering, review the information listed under Summer 2018 “Class Schedule & Registration Guidelines” on the [Class Schedules & Registration page](#).
 - b. Refer to [Register for Classes in Athena](#) for full instructions on how to correctly add courses in Athena.

- 2. There is no point allocation or other course selection process for summer courses – summer courses are assigned on a first-come, first-served basis.**
 - a. Summer courses typically do not fill.
 - b. In the event that a summer course becomes over-enrolled, the Law Registrar, Dr. Paula McBride (mcbride1@uga.edu) will contact enrolled students with more information.

APRIL 11 – APRIL 13: Complete Fall Point Allocation.

The Point Allocation Period begins at 9:00am Wednesday April 11 and ends at 4:00pm Friday, April 13.

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, April 13.

1. Class of 2019 receives 65 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 for which you have been given permission to participate in 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 Fall (Fall 2017), listed on [the Class Schedules & Registration](#) page under “Fall 2018”.
 - 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 GARAUNTEE!
- 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, April 11 and 4:00pm Friday April 13 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	<input type="text"/>
---	<input type="text"/>
JURI 4085 : 28106 - Advanced Legal Research - Cahill / Burnett	<input type="text"/>
JURI 4085 : 28107 - Advanced Legal Research - Watson / Joyner	<input type="text"/>
JURI 4087 : 36834 - Business Law Research - Striepe	<input type="text"/>
JURI 4088 : 41814 - Writing for Judicial Clerkship - Schewedler	<input type="text"/>
JURI 4090 : 39745 - Property (Upper) - Milot	<input type="text"/>
JURI 4180 : 39746 - Constitutional Law I (Upper) - Sawyer	<input type="text"/>
JURI 4190E : 41590 - Constitutional Law II - Levin	<input type="text"/>
JURI 4210 : 28129 - Corporations - Sachs	<input type="text"/>
JURI 4211 : 28130 - Business Negotiations - Morgan	<input type="text"/>
JURI 4215 : 28131 - Anatomy of an M&A Deal - Wilson	<input type="text"/>
JURI 4225 : 39724 - Business Reorganization in Bankruptcy - Levensgood	<input type="text"/>
JURI 4250 : 28229 - Evidence - Dennis	<input type="text"/>
JURI 4280 : 28232 - Trusts & Estates I - Hall	<input type="text"/>
JURI 4300 : 28565 - The Law and Ethics of Lawyering - Brown	<input type="text"/>
JURI 4300 : 39725 - The Law and Ethics of Lawyering - Hall	<input type="text"/>
JURI 4320 : 36904 - Administrative Law - Barnett	<input type="text"/>
JURI 4360 : 36907 - Bankruptcy - Baradaran	<input type="text"/>
JURI 4384 : 36908 - Accounting & Finance for Lawyers - Chapman / Kelly	<input type="text"/>
JURI 4430 : 36912 - Copyright Law - Shipley	<input type="text"/>

- 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	<input type="text" value="12"/>
JURI 4250 : 28229 - Evidence - Dennis	<input type="text" value="14"/>
JURI 4360 : 36907 - Bankruptcy - Baradaran	<input type="text" value="6"/>
JURI 5622 : 39851 - Public Health Law - Khan	<input type="text" value="8"/>
JURI 4430 : 36912 - Copyright Law - Shipley	<input type="text" value="10"/>

Points Remaining (click number to update):

- 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.

Home Point Allocation Writing Requirement Career Development Student Directory Academics Student Services Links

POINT ALLOCATION

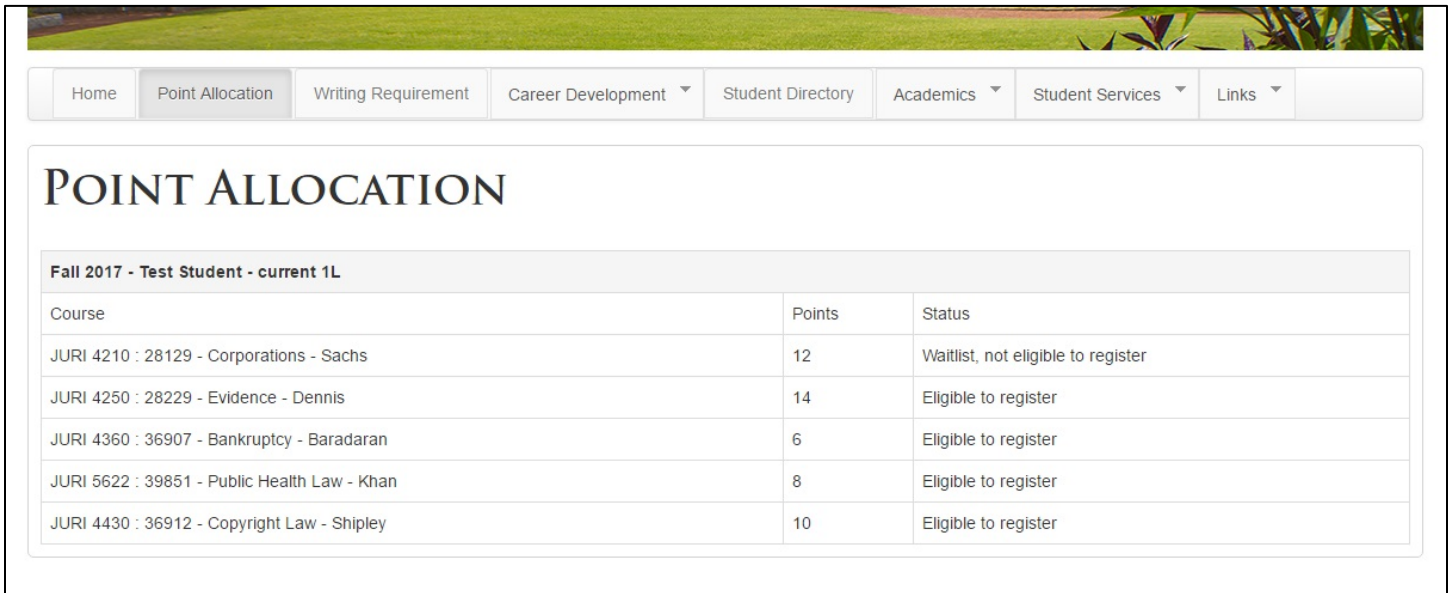
Fall 2017 - Test Student - current 1L

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

APRIL 18 – APRIL 20: 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.



The screenshot shows a navigation menu with tabs for Home, Point Allocation, Writing Requirement, Career Development, Student Directory, Academics, Student Services, and Links. The main content area is titled "POINT ALLOCATION" and displays a table for "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 April 18. 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.

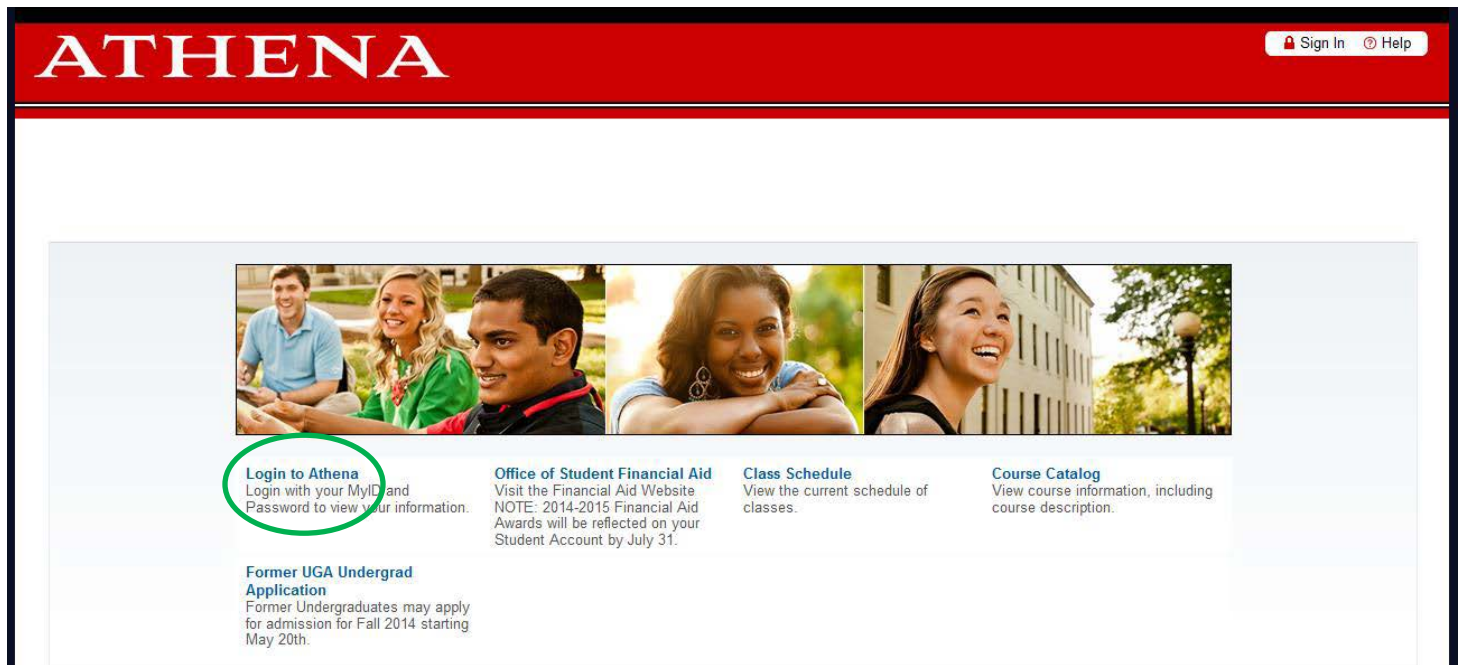
2. **“OPEN” classes are classes that did not fill during point allocation. YOU MAY ADD ANY “OPEN” CLASS DURING REGISTRATION, REGARDLESS IF YOU ALLOCATED POINTS TO THE “OPEN” CLASS.**
 - a. Look at the Course List for info on which classes are “OPEN”. Course List on [the Class Schedules and Registration 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.

APRIL 20 – MAY 4: Register for Fall Courses.

Registration begins Friday April 20 and ends at 4:00pm Friday, May 4.

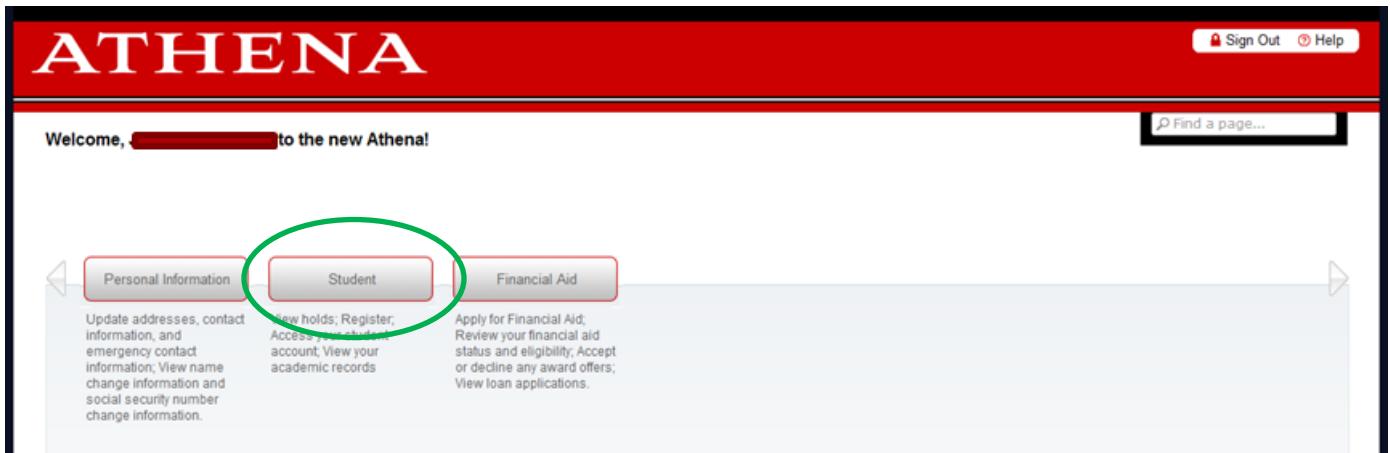
The timing of your registration within the designated period is unimportant. No advantage to registering first. However, you must register before the 4:00 deadline on Friday, May 4. If you do not register for your classes in Athena prior to the deadline eligibility based on point allocation expires. 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. **Login to Athena and Register for Classes.**
 - a. Go to www.athena.uga.edu. Click “Login to Athena”.

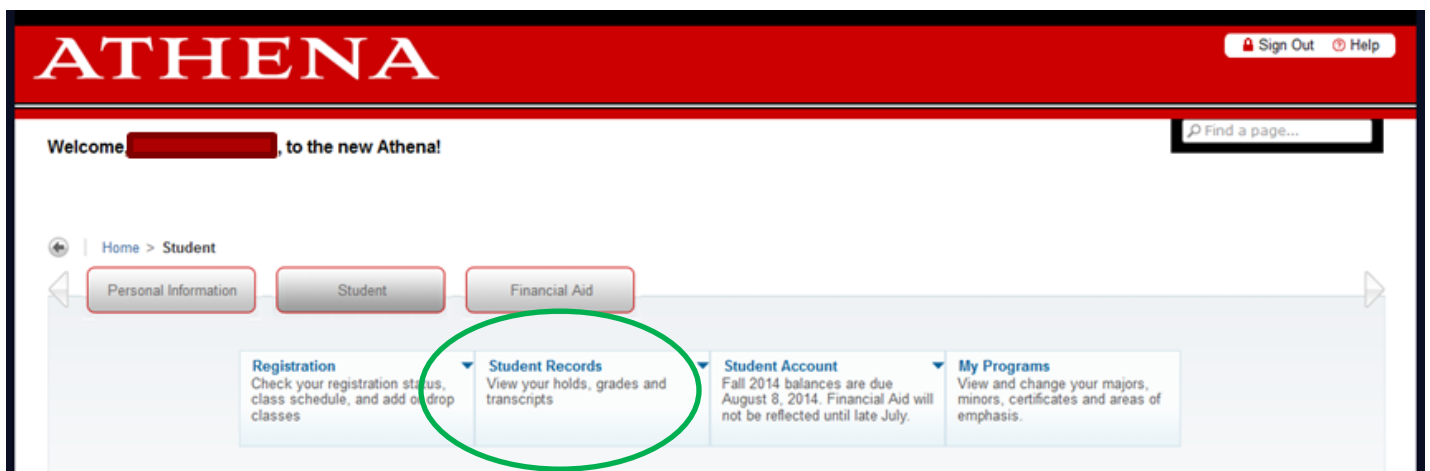


- a. Enter your UGA MyID (same as the beginning part of your email address) and password (same as your UGA email password) and login.

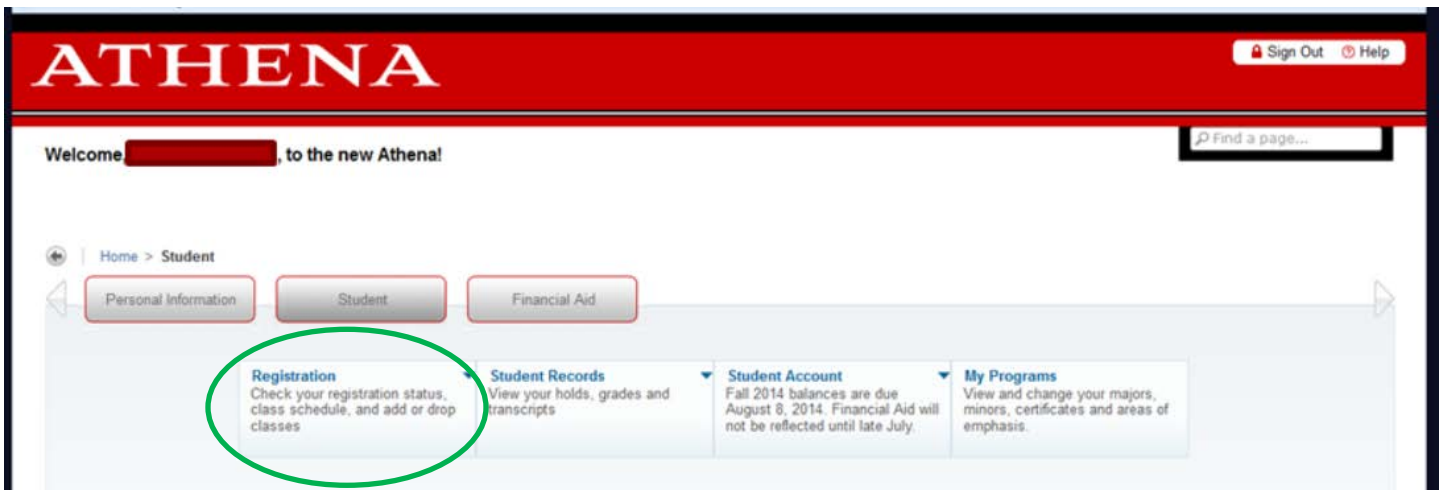
b. Click "Student".



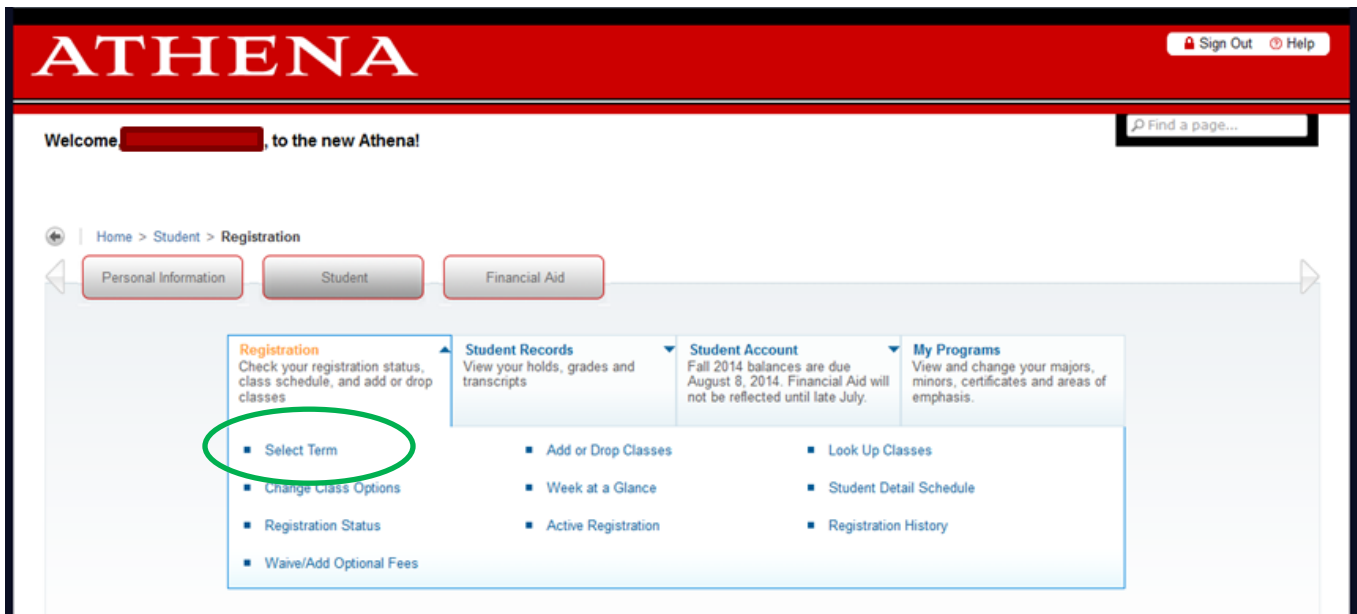
c. Check for "Flags". Flags result from failure to fulfill an obligation (e.g., failure to pay a parking ticket or other University-related fine or bill). A flag must be removed by the appropriate University official before you can register. You can check for flags by clicking on the "Student Records" tab in the main Student menu.



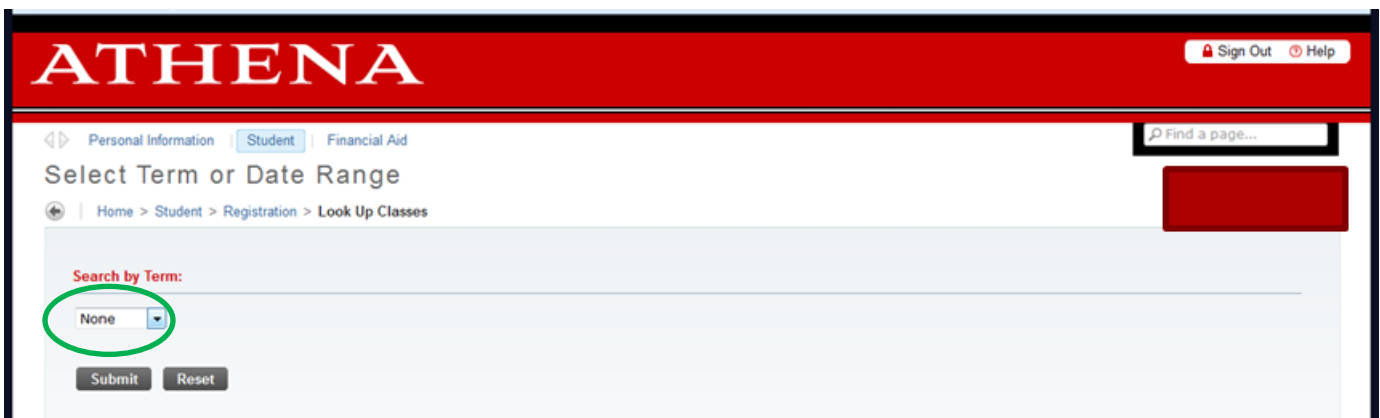
d. Click "Registration".



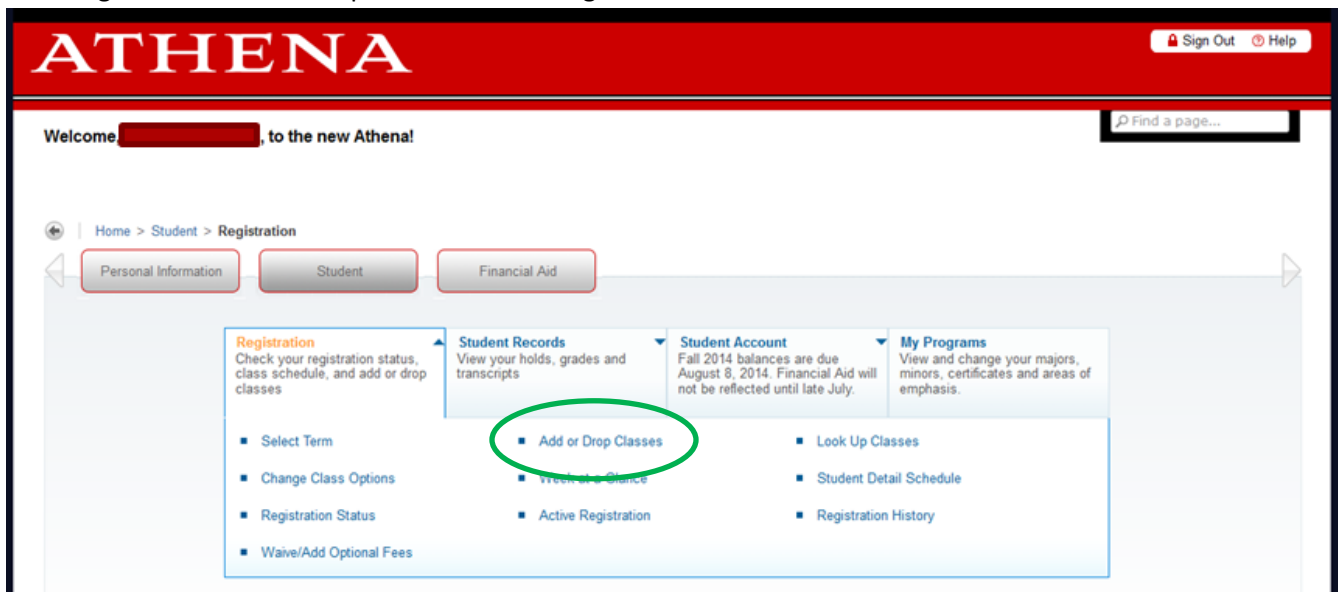
e. Click "Select Term".



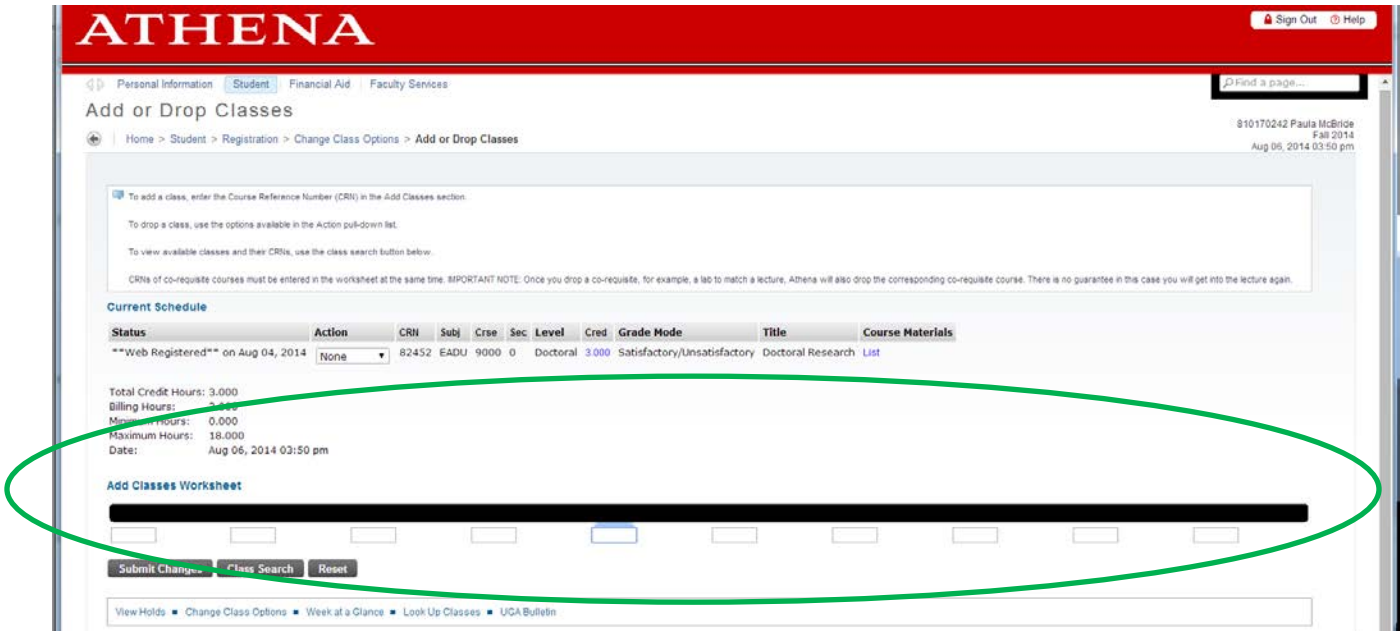
f. Select the appropriate term; click "Submit".



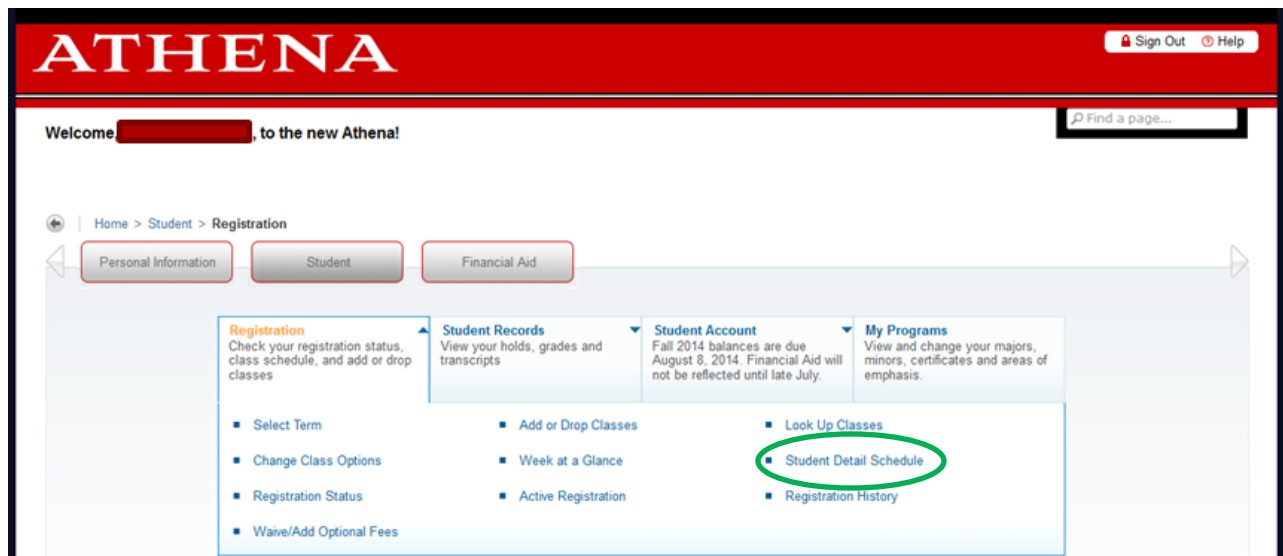
g. Click "Add or Drop Classes" in the Registration menu.



- h. 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!



- i. 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) 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.
- j. 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.



MAY 9 – AUGUST 20: Schedule Adjustment and Drop/Add

1. Schedule Adjustment: May 9 – August 13

- 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.
- 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: August 14 – August 20

- a. You may drop classes and add OPEN classes just as you would during Schedule adjustment.
- b. Your schedule is final after January 15.

APRIL 20 – AUGUST 20: 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) 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.