

**University of Georgia School of Law**  
**Course Selection & Registration Guide for Class of 2018**  
**Compiled by Student Affairs Office**  
**Spring 2018**

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**1 OCTOBER – NOVEMBER 7: 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](http://athena.uga.edu) (athena.uga.edu) and look at your unofficial transcript.
  - a. [How to Access your Unofficial Transcript in Athena](#)
  
2. Check your unofficial transcript against the law school graduation requirements, listed in full in the [Student Handbook, Part 1, General Requirements for the Juris Doctor Degree](#).
  - a. **PICK UP AND REVIEW YOUR DEGREE AUDIT FROM THE LAW REGISTRAR.**
  - b. 88 credit hours, 6 full-time semesters, and 2.0 GPA minimum required for JD (unless you are enrolled in a dual degree program – then reference the credit hour requirements of your specific dual degree program).
  - c. Required Coursework:
    - i. Required Courses
      1. All required first year courses
      2. Property
      3. Constitutional Law I
      4. The Law & Ethics of Lawyering
    - ii. Advanced Writing Requirement
      1. [Class of 2018 Advanced Writing Requirement and Practical Skills List](#)
      2. Work on a journal or independent research with a professor may also satisfy the Advanced Writing Requirement.
      3. Submit proof that you have completed your advanced writing requirement
        - a. You can upload a copy of your paper to the My Georgia Law portal by selecting the “Writing Requirement” tab from the top menu.
          - i. Students who have already submitted in the portal will no longer see the “Writing Requirement” tab.
        - b. You can submit a signed copy of the [Advanced Writing Requirement form](#) along with a copy of your paper (either dropped off in hard copy to Hirsch 109 or emailed to Micah Hale at [micahale@uga.edu](mailto:micahale@uga.edu)).
    - iii. Practical Skills Requirement
      1. [Class of 2018 Advanced Writing Requirement and Practical Skills List](#)
      2. 3 credits of Practical Skills required.

## 2: OCTOBER – NOVEMBER 8: Compile a draft schedule.

1. [Spring 2018 Class Schedules, Exam Schedules, Registration Guidelines, Registration Dates](#)
  - a. “Class Schedule” = weekly grid
  - b. “Course List” = list format
  - c. [Exam Conflicts and Exam Rescheduling](#)
  - d. [Course Descriptions](#) (includes pre-requisite information)
    - i. The course’s professor can sometimes waive prerequisites or co-requisites.
  - e. [Faculty Profiles](#)
  
2. **Credit Hours**
  - a. Spring 2018: Min = 12, Max = 18
  
3. [Course Concentrations](#)
  - a. You are not required to complete any specific course concentration. They are helpful to 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 Course Concentrations menu, and then click the red “Search for Courses” button to view that concentration’s courses.
  
4. [Faculty Insights for Choosing Courses Videos](#)
  
5. **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
  
6. [Supervised Research and Independent Projects](#)
  - a. [Supervised Research Form](#)
  - b. [Independent Project Form](#)
  
7. [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.*

### 3: NOVEMBER 8 – NOVEMBER 10: Allocate Points.

The Point Allocation Period begins at 9:00am Wednesday November 8 and ends at 4:00pm Friday, November 10.

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 10.

#### 1. Class of 2018 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 Spring \(Spring 2017\)](#)
  - ii. [Point allocation back to 2009](#)
  - iii. The number of points any given course will require for permission to enroll can vary widely from year-to-year.
- b. 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 get 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. Point allocation takes place in My Georgia Law between 9:00am Wednesday November 8 and 4:00pm Friday, November 10. 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 8 and 4:00pm Friday November 10 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	
---	
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 - Levensgood	
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.

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

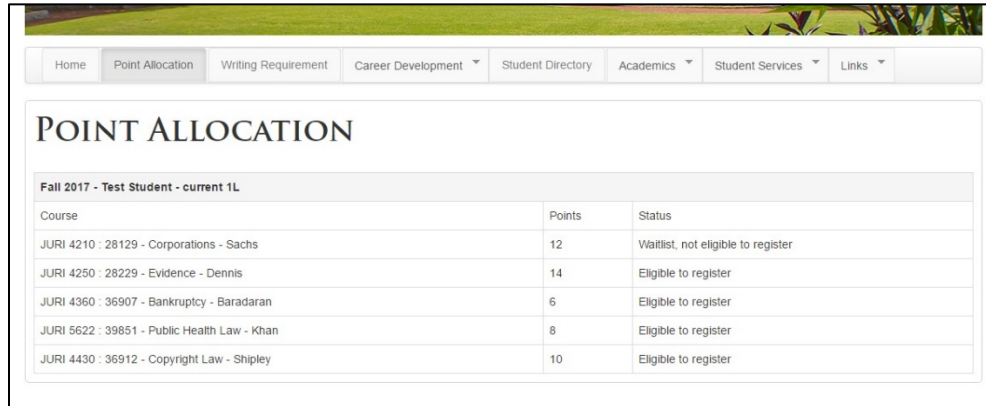
## POINT ALLOCATION

**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

#### 4: NOVEMBER 14 – NOVEMBER 17: View Point Allocation Results and Open Classes



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

5. Point allocation results will become available in the My Georgia Law Portal between November 14 and 17. An announcement will be sent to the Class of 2019 list serv alerting you. 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.

6. “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.

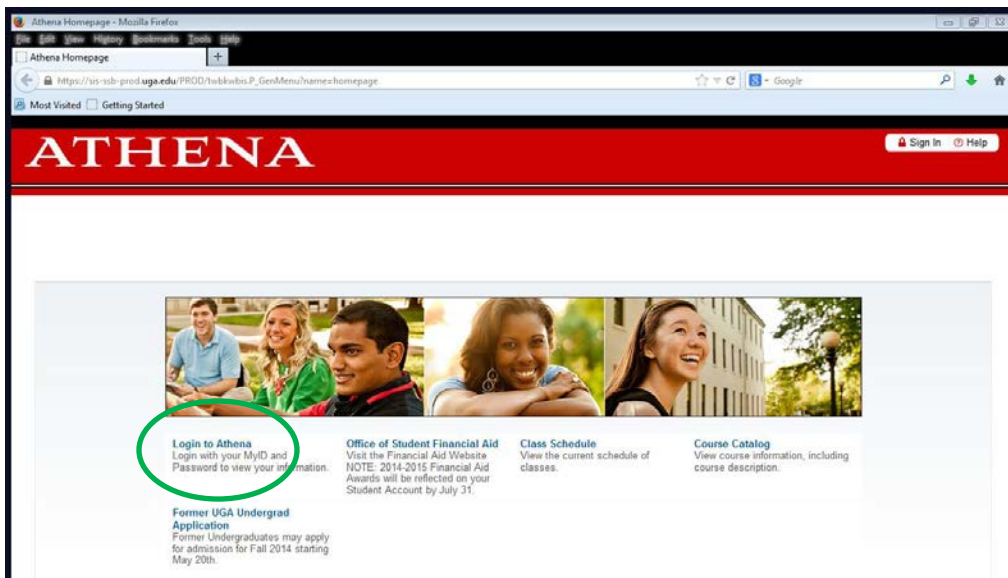
- a. Look at the Course List for info on which classes are “OPEN”. Course List on [the Class Schedules and Registration page](#). The last column lists:
  - i. “Closed” or “Permission Only” = either filled during point allocation or require special permission to register.
  - ii. “OPEN” = you can add that class during registration without any additional permissions during registration

**5: NOVEMBER 17 – DECEMBER 1: Register.**

**Registration begins Friday November 17 and ends at 4:00pm Friday, December 1.**

**The timing of your registration within the designated period is unimportant. No advantage to allocating first. However, you must register before the 4:00 deadline on Friday, December 1. If you do not register for your classes in Athena prior to the deadline eligibility based on point allocation expires. No exceptions.**

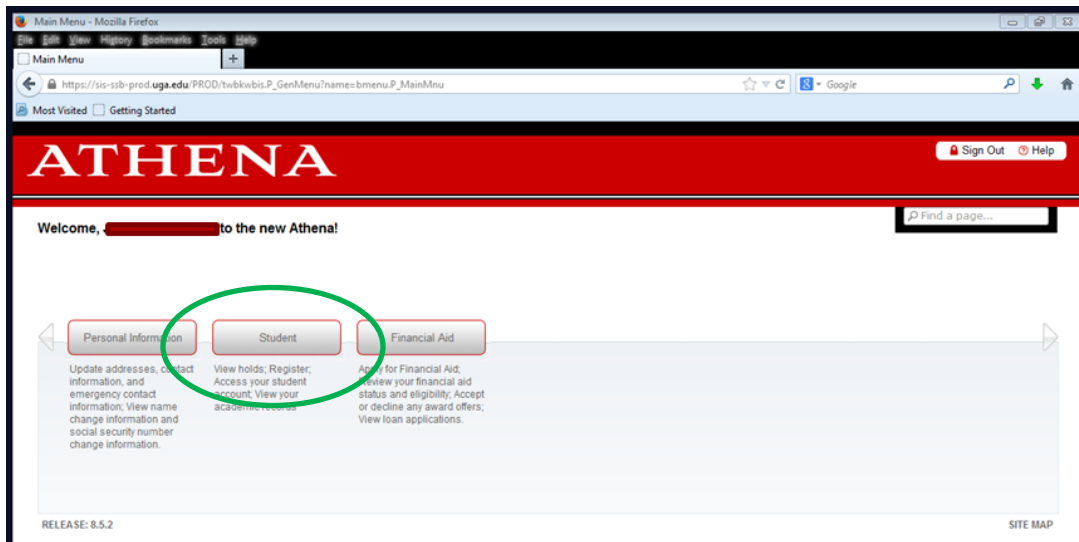
- 1) **Gather CRN numbers for the courses you plan to register for from the [Course List](#).**
  - a. CLINICAL COURSES HAVE 2 RELEVANT CRN NUMBERS. One for lecture/seminar portion of the course, and one for the clinical/work placement portion. YOU MUST REGISTER FOR BOTH CRNS. YOU MUST REGISTER EQUALLY 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](http://www.athena.uga.edu). Click “Login to Athena”.



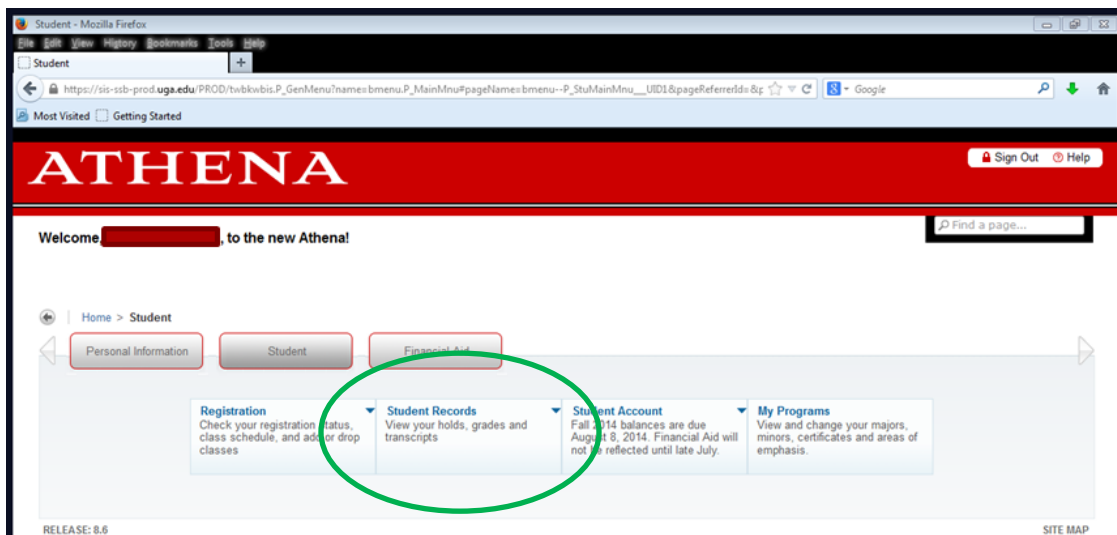
- a. Enter your UGA MyID (same as the beginning part of your email address) and password (same as your UGA email password) and login.



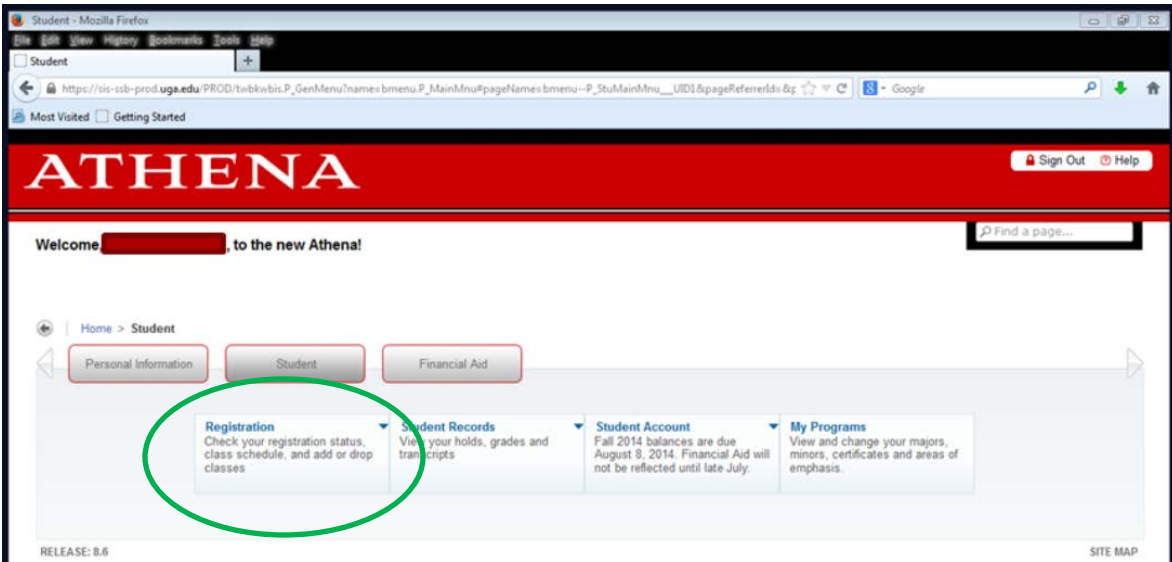
b. Click "Student".



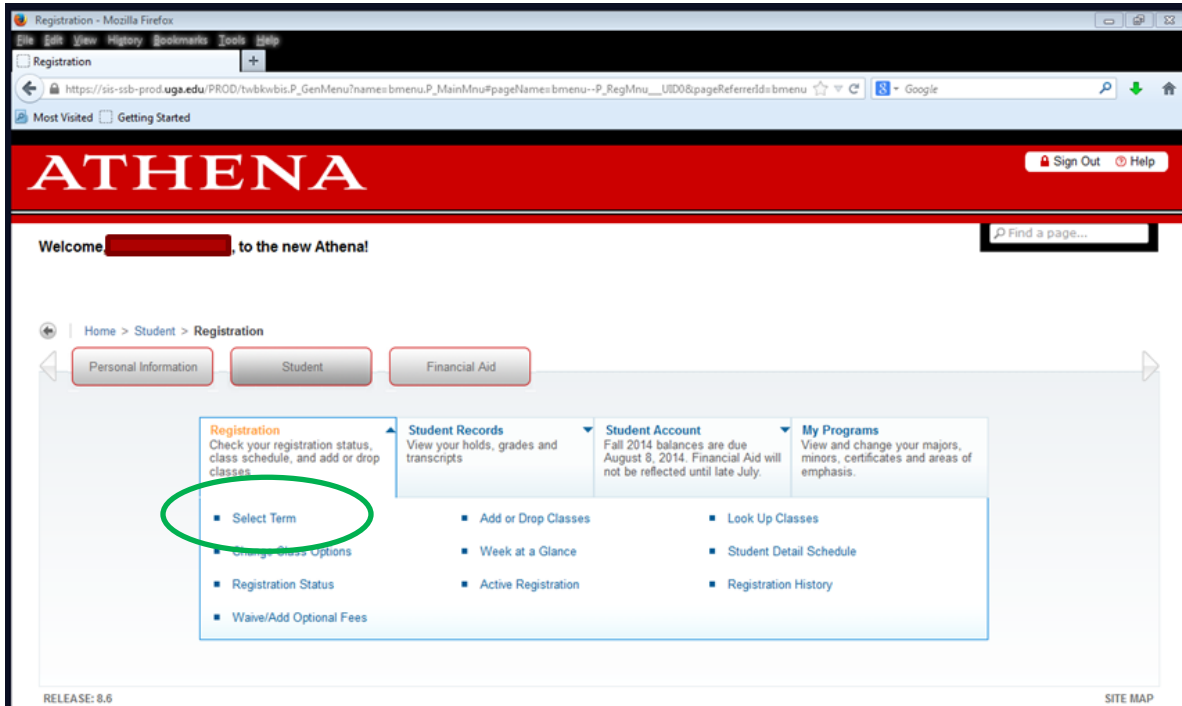
c. Check for "Flags". Flags result from failure to fulfill an obligation (e.g., failure to pay a parking ticket or other University-related fine or bill). A flag must be removed by the appropriate University official before you can register. You can check for flags by clicking on the "Student Records"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



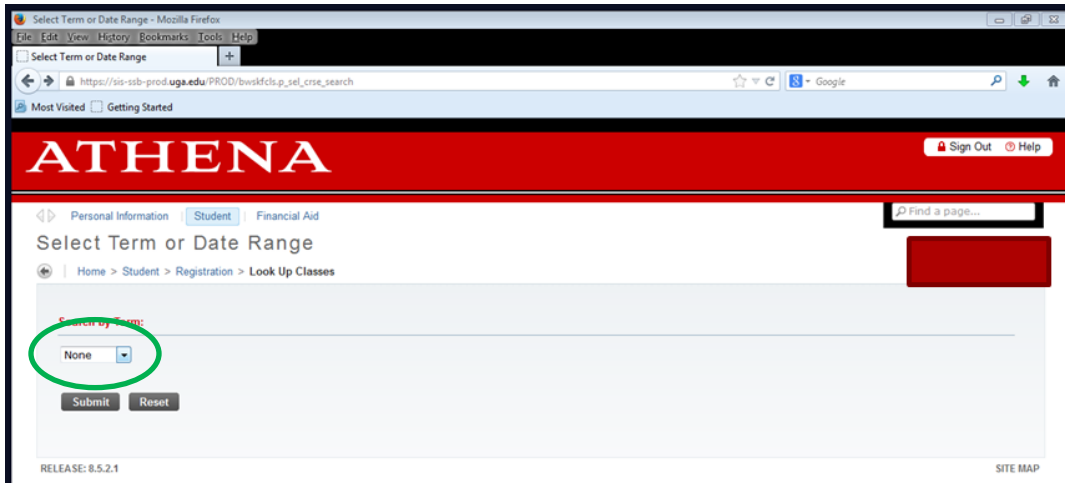
d. Click "Registration".



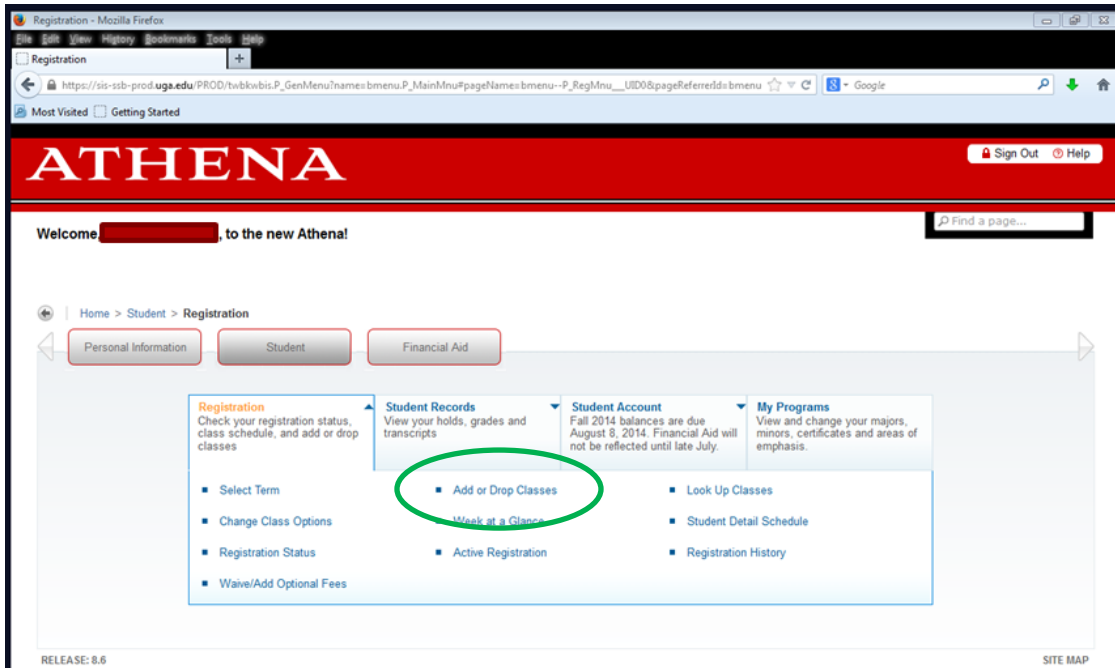
e. Click "Select Term".



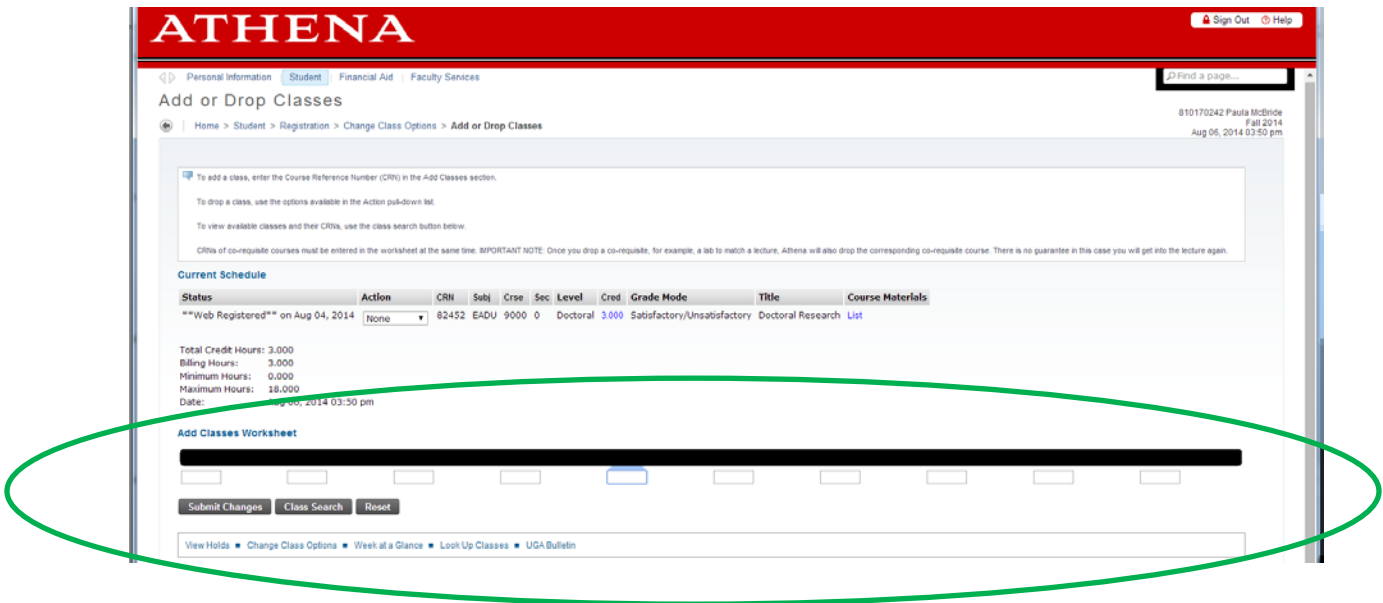
f. Select the appropriate term; click “Submit”.



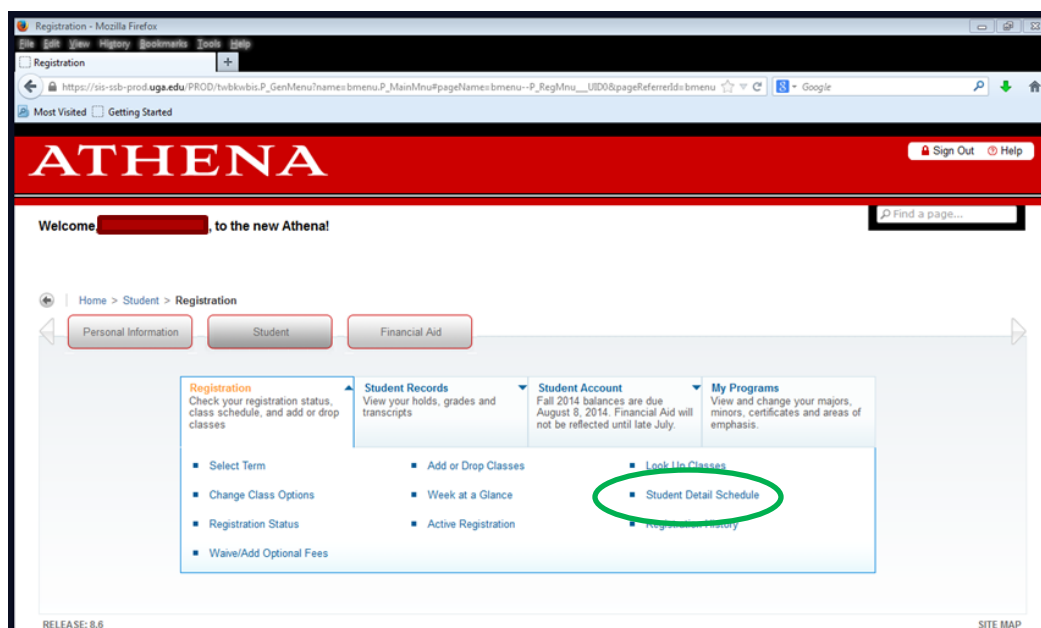
g. Click “Add or Drop Classes” in the Registration menu.



- 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, Late Registration, and Drop/Add periods.
- If you are attempting to add an “OPEN” class and you receive a message, contact the Law Registrar, Dr. Paula McBride ([mcbride1@uga.edu](mailto:mcbride1@uga.edu)) for assistance.
  - 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.



## **6: DECEMBER 4 – JANUARY 15: Late Registration/Schedule Adjustment and Drop/Add**

### **1. Late Registration/Schedule Adjustment: December 4 – January 8**

- 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 [Course List](#) 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 Late Registration/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 correct.

### **2. Drop/Add: January 9 – January 15**

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

## **7: NOVEMBER 17 – JANUARY 8: 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 closed courses 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, Late Registration, 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 Late Registration period ends.
  - c. If you are required to drop a class you will be contacted by the Law Registrar, Dr. Paula McBride.