MEMORANDUM

TO: JSL Students
FROM: Charles B. Campbell
      Associate Dean for Academic Affairs
DATE: February 25, 2015
RE: Summer 2015 Schedule, Courses & Registration Information

Thank you to all of you who responded to our summer course interest survey earlier this month. Although we cannot offer every course that every person wants in the summer, your input was extremely helpful in prioritizing and scheduling courses. This memorandum contains important information regarding the courses to be offered in Summer 2015 and the registration process. Please read this memorandum and the attachments carefully.

Attachments
The following four documents accompany this memorandum:

(1) Summer 2015 Course Calendar;
(2) Summer 2015 Course List;
(3) Summer 2015 Course Descriptions; and
(4) Summer 2015 Exam Schedule.

We will again offer both on-campus and online courses this summer. On-campus courses will follow two schedules: a “concentrated” schedule with classes beginning on May 26 and ending on June 23, with exams on June 26 and 29, and a “standard” schedule with classes beginning on May 26 and ending on July 16, exams on July 23. All concentrated courses are offered at 9:00 a.m. or 1:00 p.m., and meet four times per week (Monday, Tuesday, Thursday, and Friday). Most standard courses are offered at 4:30 p.m. or 6:25 p.m., but one standard course will be offered at 9:00 a.m. With the exception of clinics and the field placement class, which meet on Wednesdays only, all standard courses meet three times per week (Monday, Tuesday, and Thursday). We are also offering four online courses, three during the summer and one as a May intersession. The schedules for the online courses vary a bit from the on-campus concentrated and standard schedules, so you should pay close attention to the schedule and exam notes in the accompanying documents.
Please note that all schedules are subject to change and that we will prioritize enrollment in capped classes as needed.

“Capped” Courses
Several summer courses have enrollment caps; these are noted on the list of course descriptions. If more students register for a course than allowed by the cap, some prioritizing will be done by the academic dean (e.g., graduating students have priority), and then the remaining spots will be assigned randomly and a waiting list created. Please have an alternative in mind if you want to register for a capped course.

Course Loads
Full-time status in the summer is defined as a course load of 6 hours. You may register for up to 9 hours if you are taking a Field Placement plus two other courses. We recommend that you do not take three doctrinal courses in the summer because of the heavy workload, but if you have a need to do so, please contact Dean Campbell before registration. Except in exceptional circumstances, you may take no more than a total of 15 credit hours in the summer during law school (i.e., over two summers).

Registration
You will register for classes online through the main campus computer system. Registration is scheduled for Monday and Tuesday, March 9 and 10, 2015. Specific instructions on how to register will be emailed to you next week.

If you do not complete registration for Summer 2015 during this period, you will forfeit any priority that you might have in capped courses and will be required to register at the law school at final registration on April 30 (for the May Intersession Securities Regulation course) or on May 20 for all other summer courses.

Tuition & Financial Aid
Tuition for Summer 2015 is $1,200.00 per credit hour. If you have questions regarding financial aid, please contact Ms. Cassie Green in the University’s Financial Aid Office. Please note that, if you take only “concentrated” courses, the living expense portion of your financial aid award may be reduced somewhat due to the earlier ending dates of those courses.

Summer 2015 Course Calendar, Course List, Course Descriptions & Exam Schedule
Your scheduling materials primarily consist of four documents: the Course Calendar; the Course List; Course Descriptions; and the Exam Schedule.
The Course Calendar is the multicolored page that shows all courses offered during a summer week. This is intended to assist you in identifying and avoiding scheduling conflicts. The information in each “block” can be highly condensed, however, and it is not very helpful for determining the precise ending time for many classes. In addition, the calendar only shows the first full week of classes in June, it does not show holidays or the May Intersession course.

Thus, the Course List is essential for the detailed information on each course. Special notations—MBE MEE PSR SEMINAR—identify electives that will be tested on the Multistate Bar Examination (MBE) or Multistate Essay Examination (MEE), electives that satisfy the JSL Professional Skills Requirement (PSR), and seminars.

Please be sure to review the final exam schedule before registering to minimize the chances for poorly-spaced or conflicting exam times.

Field Placements (formerly Externships)
Externships have been renamed as the Field Placement Clinic Program. The program has two components: a classroom component (Field Placement Class) and a fieldwork component (Field Placement Hours). If you are interested in a Field Placement, please contact Professor Craft before registering.

Graduation Requirements
Here is a checklist of graduation requirements for rising 3L students to keep in mind when choosing courses:

1. 88 credit hours completed
2. 2.00 cumulative GPA
3. Passed Professional Responsibility
4. Passed all required courses (including the Bar Preparation Course)
5. Completed Rigorous Writing Requirement
6. Passed at least one Professional Skills course
7. No more than 12 hours of P/D/F courses (excluding field placements, clinics, and interscholastic advocacy)

Questions
If you have any questions about registration, please let me know.

Thank you!

cc: JSL Faculty, Directors, and Staff