

SPRING 2023 SEMESTER REGISTRATION INSTRUCTIONS

Registration for the spring 2023 semester is available through the [MyUB Portal](#). On your designated date of registration, registration begins at 8:30 am. MyUB is available 24 hours a day, seven days a week.

If after reading through this entire packet, you have questions about registration, or need help building out your schedule, please email the Office of Academic Affairs at ublawaacadaff@ubalt.edu with several available dates/times to schedule an in person or Zoom meeting with an administrator who can assist you!

When You Can Register – Your status is determined by the number of credits you have already earned (not those you are earning this semester).

| | |
|-----------------------|--|
| Monday, October 24 | F-1 visa and Veteran~ |
| Tuesday, October 25 | 54+ credits JD students**, 0+ credits APD students |
| Wednesday, October 26 | 29+ credits* |
| Thursday, October 27 | 0+ credits*-- all students within division |
| Wednesday, November 2 | Cross divisional registration opens |
| Thursday, November 3 | General registration begins –Visiting Students, Inter-institutional registration, etc. |

~ *Students must be designated with the appropriate office at UB for F-1 visa or Veteran priority status.*

* *Additional information for first year and second year scheduling on pages 3-5.*

** *Additional information on UBE bar tested courses and concentration requirements on page 6.*

Cross Division Restriction Details

Day students may not register for and should not wait list for any course sections reserved for the evening division. Evening restricted sections have a section number in the 400s (e.g., 412, 419, 422, etc. section numbers) and open to day students at cross divisional registration.

Evening students may not register for and should not wait list for any course sections reserved for the day division. Day restricted sections have a section number in the 300s (e.g., 311, 319, etc. section numbers) and open to evening students at cross divisional registration.

Hold Flags

Before you attempt to register, you should check to see if there are any hold flags on your account. Hold flags are available on the Student Portal. The office placing the hold flag should be identified and that is the office you should contact for a resolution of the problem.

Step by Step Registration Instructions

Step by Step Registration Instructions can be found on the [Student Center Help Guides](#). These guides include how to enroll in a variable credit course such as Board of Advocates, journal or externship.

Advocacy Teams, Board of Advocates, Journals, Fellows Enrollment

Students participating as competitors on advocacy teams or serving as executive board members on the Board of Advocates, members of law journals, or in fellows programs should register for these courses on their own. Students, once selected for these co-curricular activities, will be added to a permission list and must register for these courses to see academic credit reflected on the transcript. ***Please be sure to select the appropriate number of credits on variable credit courses reflecting the credits to be earned for your activity.***

Wait-Listing

When you wait-list for a course and move off the wait-list into a course, you will be notified via your University of Baltimore email account that you have moved into the desired course. You will not receive notification that you have moved up on the waitlist or if it is your turn to register for the class.

Please note the following reasons you will not move off the wait-list into a class.

1. Time Conflicts (with another course, even a course you are “holding tentatively” in case you don’t get in)
2. Enrollment in another section of the same course
3. Enrolled in the maximum allowed credits: Evening and part time students - 12 credits; full time students - 16 credits

Even if you are number one on the wait-list, if one of these circumstances is present, the next available seat in the class will go to the next person on the wait-list. Please monitor your position on the wait-list closely so that you will not lose your seat to someone who does not have one of the conflicts outlined above.

You may not wait list for a course unless and until it is your scheduled date to register for courses. If you wait list and it is not the date on which you can take such action, you will be removed from the wait list without further notification.

Joint Degree Program Students

Law students in joint programs must register for their graduate courses under their graduate career at their appointed time as a graduate student. Such students are still limited in total credits based on their status as part-time (a maximum of 12 credits) or full-time (a maximum of 16 credits).

Failure to Attend UB after Registering for Classes - No Void Policy

Classes are not automatically voided for non-payment. It is your responsibility to officially withdraw from the class or classes should you decide not to attend UB after registration. Failure to withdraw will result in you being charged in full for the semester and in receiving a grade of "F" for the class(es). For more information see the [Office of the Bursar](#).

SPECIAL REGISTRATION INSTRUCTIONS

First Year Day Students

Full Time Day

Students in the day division will be automatically registered for their spring courses. Students will be enrolled into section group 319, 329, or 339 for Civil Procedure II (3 credits), Contracts II (3 credits), Property (4 credits) and Constitutional Law I (4 credits). Students will also be assigned to Introduction to Advocacy sections (2 credits), however your specific small group designation may not be assigned in January. Students may not choose or request a specific section group.

| Section/Classes | 319 | 329 | 339 |
|---|---|---|---|
| LAW 601 Civil Procedure II | <i>Prof. Dionne Koller</i> Tues/Thurs 1:30-2:45pm | <i>Prof. William Hubbard</i> Tues/Thurs 9:00-10:15am | <i>Prof. Robert Knowles</i> Tues/Thurs 3:00-4:15pm |
| LAW 603 Contracts II | <i>Prof. John Bessler</i> Tues/Thurs 10:30-11:45am | <i>Prof. Gregory Dolin</i> Mon/Wed 3:00-4:15pm | <i>Prof. Michael Meyerson</i> Tues/Thurs 10:30-11:45am |
| LAW 607 Property | <i>Prof. John Lynch</i> Mon/Wed 1:30-3:20pm | <i>Prof. Audreyline McFarlane</i> Wed/Fri 10:00-11:50am | <i>Prof. Sonya Ziaja</i> Mon/Wed 10:00-11:50am |
| LAW 650 Constitutional Law I | <i>Prof. Michael Higginbotham</i> Wed/Fri 10:00-11:50am | <i>Prof. Matthew Lindsay</i> Tues/Thurs 3:00-4:50pm | <i>Prof. LAW STAFF</i> Wed 1:30-3:20pm Fri 10:00-11:50am |
| LAW 613 Introduction to Advocacy | Large Group Lecture Mon 10:30-11:45am Small Group Session Wed 8:30-9:45 OR Large Group Lecture Wed 8:30-9:45am Small Group Session Fri 8:30-9:45 | Large Group Lecture Mon 10:30-11:45am Small Group Session Wed 8:30-9:45 OR Large Group Lecture Wed 8:30-9:45am Small Group Session Fri 8:30-9:45 | Large Group Lecture Mon 10:30-11:45am Small Group Session Wed 8:30-9:45 OR Large Group Lecture Wed 8:30-9:45am Small Group Session Fri 8:30-9:45 |

Part Time Day Options

Part-time day students will enroll in four courses during their second semester – Civil Procedure (3 credits), Contracts II (3 credits), Introduction to Advocacy (2 credits), and either Constitutional Law I (4 credits) or Property (4 credits). Students will be automatically enrolled into Constitutional Law I, but may contact an advisor to swap to Property. Students must complete their first year requirements the following semester the course is offered. All first year part-time day students are required to take 12 credits in the spring semester unless they receive specific permission to take fewer credits.

First Year Evening Students

First year students in the evening division will be automatically registered for their spring courses. Contracts II (3 credits), Torts (4 credits), and Introduction to Advocacy (2 credits)

| Section/Classes | 419 |
|---|--|
| LAW 603 Contracts II | <i>Prof. Daniel Hatcher</i> Mon/Wed 6:15-7:30pm |
| LAW 608 Torts | <i>Prof. John Bessler</i> Tues/Thurs 5:45-7:35pm |
| LAW 613 Introduction to Advocacy | Large Group Lecture – Mon 7:45-9:00pm Small Group Session – Wed 7:45-9:00pm |

Second Year Day Students

Second year students in the day division should complete all upper level required courses during the course of the second year. This includes Constitutional Law II, Professional Responsibility and Evidence. These courses are also the most frequent pre-requisite courses after completing the first year curriculum. To assist you in selecting your schedule, here is the planning of when sections of these courses will be offered for the day division. There will be sufficient seats across 3 sections in the day division for all students to complete these requirements. You may enroll in evening sections as seats are available when cross-division registration begins.

| Course | Fall 2022 | Spring 2023 |
|-------------------------------------|------------------|--------------------|
| LAW 651 Evidence | 2 sections | 1 section |
| LAW 652 Professional Responsibility | 1 section | 2 sections |
| LAW 655 Constitutional Law II | 1 section | 2 sections |

Second Year Evening Students

Students in the second year evening division are able to complete Property, Constitutional Law II, Evidence and one other course of their choice. At the conclusion of the term, these students will have completed all courses in the first year JD curriculum. Students will only be auto-enrolled into Property, which is the final first year course requirement. **NOTE:** Available seats will open to Day Division students when cross-division registration begins on November 2.

| Section/Classes | 419/412 |
|---|---|
| LAW 607 Property | <i>Prof. Gregory Dolin</i> Mon/Wed 7:45-9:35pm |
| LAW 655 Constitutional Law II | <i>Prof. Amy Sloan</i> Wed 5:45-7:35pm |
| LAW 615 Rules and Reasoning* OR LAW 651 Evidence | <i>Prof. Dionne Koller (R&R)</i> <i>Prof. David Jaros (Evidence)</i> Tues/Thurs 6:15-7:30pm |
| LAW 652 Professional Responsibility | <i>Prof. Amy Dillard</i> Asynchronous |

* A first year evening student whose cumulative GPA based after the fall and spring of the first year is below 2.80 is required to take R&R as a graduation requirement.

Upper Level Students: Law in Context

All students need to complete a Law in Context course for graduation. Spring 2023 options includes the following courses. Sections are restricted to division until cross division registration opens on Wednesday, November 3 at 8:30am.

| Section/Classes | Day Division |
|---|--|
| LAW 620-311 Jurisprudence | <i>Prof. Colin Starger</i> Tues/Thurs 9:00-10:15am |
| LAW 624-311 Law and Economics | <i>Prof. Robert Lande</i> Mon/Wed 1:30-2:45pm |
| Section/Classes | Evening Division |
| LAW 621-412 American Legal History | <i>Prof. Matthew Lindsay</i> Tues/Thurs 7:45-9:00pm |
| LAW 624-412 Law and Economics | <i>Prof. Robert Lande</i> Mon/Wed 6:15-7:30pm |

Upper Level Students: Bar Courses and Concentrations

All students are strongly encouraged to investigate concentration requirements when selecting courses for the second/third year. Concentrations include: Business Law, Criminal Practice, Estate Planning, Family Law, Intellectual Property, International and Comparative Law, Litigation and Advocacy, Public Service: Public Interest Law and Individual Rights, Public Service: Government Service and Regulatory Institutions and Real Estate Practice. Some courses required for concentrations are not offered every year, and some advanced courses have pre-requisites.

A little more detail on foundational courses how they can help you succeed.

| Course Title | Bar Exam | Catalog | Crd | Concentration |
|-------------------------------------|----------|---------|-----|---|
| Administrative Law | | LAW 700 | 3 | Public Service Indiv. & Govt. Required |
| Antitrust Law | | LAW 704 | 3 | Business Law Option |
| Business Organizations | UBE | LAW 717 | 4 | Business Law Required |
| Conflict of Laws | UBE | | | |
| Constitutional Criminal Procedure I | UBE | LAW 711 | 3 | Criminal Practice Required |
| Essential Skills for the Bar Exam | UBE | LAW 790 | 3 | |
| Family Law | UBE | LAW 716 | 3 | Family Law Required |
| Federal Income Tax | | LAW 723 | 3 | Business Law Required Estate Planning Required |
| Federal Courts | | LAW 724 | 3 | Public Interest: Indiv. Rights Required Public Interest: Government Option |
| International Law | | LAW 729 | 3 | Int'l & Comparative Law Required |
| Sales and Leases | UBE | LAW 743 | 3 | Business Law Option |
| Secured Transactions | UBE | LAW 770 | 2 | Business Law Option |
| Trusts and Estates | UBE | LAW 758 | 3 | Estate Planning Required |

REGISTRATION TIME LINE FOR SPRING 2023

| | |
|--|-------------------|
| Advance Registration begins | October 24 |
| Cross-Division Registration begins | November 2 |
| Open General Registration begins | November 3 |
| Tuition and Fees Refund and Reduction Calendar | January Deadlines |
| First day of classes | January 9 |
| <i>Martin Luther King Jr. Day, University Closed</i> | <i>January 16</i> |
| Add/drop and late registration ends | January 17 |
| Last day to drop without a "W" | January 17 |
| Deadline for filing for May graduation | February 1 |
| Last day to drop with a W | March 6 |
| Spring Break (no classes) | March 19-26 |
| Exam Deferral Request period | TBA |
| Last Day of Classes (Martin Luther King Jr. Day Make Up) | April 24 |
| Makeup days (for weather-related closings) | April 25-26 |
| Study period | April 27 –30 |
| Exam Period | May 1-10 |
| Commencement | May 17 |
| All grades due | May 31 |