

FALL 2023 SEMESTER REGISTRATION INSTRUCTIONS

Registration for the fall 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.

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, April 3 | F1 and Veteran Designated Students |
| Tuesday, April 4 | 54+ credits JD students, 0+ APD students |
| Wednesday, April 5 | 29+ credits JD Students |
| Thursday, April 6 | 0 – 28+ credits * (<i>all students may register within division</i>) |
| Wednesday, April 12 | Cross divisional registration begins |
| Thursday, April 13 | General Registration Begins (<i>courses open to new & visiting students</i>) |

Division Restriction Explanation

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 on April 13.

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 on April 13.

****Additional information for current first year day and evening students on page 3 and 4.***

Hold Flags

Before you attempt to register, you should check to see if there are any hold flags on your account. Hold flags are visible 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 moot court, journal or externship.

Moot Court, Journals, Fellows

If you are going to be on a moot court team, journal or participating in a fellows program, you will register for those classes yourself. You will be added to a permission list and will be able to register for those activities. *Please be sure to select the appropriate number of credits on variable credit courses.*

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 that 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).

Financial Clearance

For every student, financial clearance means demonstrating your intention for payment for a given semester. Financial clearance can mean different things to different students. For some, it may mean creating a payment plan in CashNet. For others, submitting a FAFSA, and for others submitting their financial guarantee paperwork to show a third party is paying their tuition. Financial clearance does not mean you have to be paid in full by the payment due date. Rather, each student should take action to carry out the manner in which they intend to cover their tuition for the semester.

For more information see [Student Finances and Records Financial Clearance](#).

myUB Login Issues

Password and Net ID assistance can be found on the [OTS help page](#). Keep in mind that your username and password are case sensitive.

(INSTRUCTIONS CONTINUE ON NEXT PAGE)

SPECIAL REGISTRATION INSTRUCTIONS

First Year Day Students

First 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 the most frequent pre-requisites for advanced coursework. To assist you in selecting your schedule, below is the number of sections for each of these courses expected to be offered for the day division. There will be sufficient seats across the academic year for all students to complete these requirements.

| Course | Fall 2023 | Spring 2024 |
|-------------------------------------|-----------|-------------|
| LAW 651 Evidence | 1 section | 2 sections |
| LAW 652 Professional Responsibility | 1 section | 2 sections |
| LAW 655 Constitutional Law II | 1 section | 1 section |

Students are strongly encouraged to investigate concentration requirements when selecting courses for the second 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 and 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 | LAW 710 | 3 | |
| Const. Criminal Proc. I | UBE | LAW 711 | 3 | Criminal Practice Required |
| Const. Criminal Proc. II | | LAW 740 | 3 | Criminal Practice Required |
| 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 |
| Remedies | | LAW 720 | 3 | |
| 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 |

First Year Evening Students

First year students in the evening division will complete Civil Procedure II, Criminal Law, and Constitutional Law I requirements during their third semester in fall 2023.

Students will be automatically enrolled into fall 2023 classes.

- LAW 601-419 Civil Procedure II with Professor William Hubbard meets Monday/Wednesday, 6:15-7:30pm.
- LAW 604-419 Criminal Law with Professor Hugh McClean meets Tuesday/Thursday, 6:15-7:30pm
- LAW 650-419 Constitutional Law I with Professor Matthew Lindsay meets Tuesday/Thursday, 7:45-9:35pm.

Summer Course Options for First Year Evening Students

The following are summer course options available to first year evening students.

Asynchronous

- LAW 652 Professional Responsibility with Professor Amy Dillard (**Required Course**)
- Legal Research Workshop with Professor CJ Pipins (**Simulation/Skills Class**)

Monday/Wednesday 6:15 – 9:00pm:

- LAW 716 Family Law with Adjunct Michael Moran (**Bar Subject Area**)

Monday/Wednesday 6:00 –8:45pm:

- LAW 615 Rules and Reasoning with Adjunct Professor Daria Zane **{Permission Required}**
 - NOTE: All 1L students with below 2.80 GPA after second semester grades will be required to complete the course for graduation. It will also be offered in the evening during the regular academic year.

Tuesday/Thursday 6:15 – 9:00pm:

- LAW 804 Perspectives on Sexual Orientation & the Law with Adjunct Professor Mark Scurti **{Scholarly Writing}**
- LAW 850 Alternative Dispute Resolution Seminar with Professor Robert Rubinson **{Scholarly Writing}**

REGISTRATION TIME LINE FOR FALL 2023 SEMESTER

| | |
|--|----------------|
| Advance Registration begins | April 3 |
| Cross-Division Registration begins | April 12 |
| Open General Registration begins | April 13 |
| Orientation for Fall 2023 New Day & Evening Students | Aug 14-19 |
| First day of classes | August 21 |
| Add/drop and late registration ends | August 28 |
| Last day to drop without a "W" | August 28 |
| <i>Labor Day, University Closed</i> | September 4 |
| Deadline for filing for December graduation | September 5 |
| Last day to drop with a W | October 16 |
| <i>Thanksgiving Break, University Closed</i> | November 23-26 |
| Labor Day Make Up (Monday Class Schedule) | November 27 |
| Thanksgiving Make Up (Thursday Class Schedule) | November 28 |
| Thanksgiving Make Up (Friday Day/Wed Evening Schedule) | November 29 |
| Last Day of Classes | November 29 |
| Makeup days (for weather-related closings) | Nov 30-Dec 1 |
| Study period | December 2-5 |
| Exam Period | December 6-14 |
| All grades due | January 4 |