

Earle Mack School of Law

**Summer Quarter
2009-2010**

Registration

Introduction to Course Registration

This summer, all students will register at the same time for their Summer courses. First, an early online registration will open for all students. After a brief interruption for billing purposes, online registration will resume.

Online registration for all students will begin at 12:15 p.m. on Wednesday, April 14, 2010 and end at 11:59 pm on Sunday, April 18, 2010.

Registration will re-open at 8:00 am on Monday, April 26, 2010 and close at 11:59 pm on Sunday, June 6, 2010.

Students must obtain permission from Dean Toth to make schedule changes after the online registration period has ended. **Dropping a course after the second week of classes is considered a Withdrawal and will result in a grade of "W."** No courses may be added after the second week of classes. Students who fall below 4.5 total credits may no longer be eligible for scholarships or financial aid. **With the exception of co-op, the maximum credits a student can take during the Summer is eight and a half (8.5).**

For pedagogical and space reasons, most courses have a limited enrollment size. Banner will automatically close a course once its enrollment limit is reached. Therefore, students should register as soon as possible within scheduled registration periods.

If a course is full, students can put themselves on a **waitlist** for that particular course by selecting the waitlist option in Banner. The process is described in the Registration Instructions, linked below. If a seat in the course becomes available, the first student on the waitlist will be notified via automated email from the University Registrar that he or she is eligible to be enrolled in the course, and will have 24 hours to self-register. These notifications will be sent only to your Drexel email account. As the School of Law does not oversee this process, exceptions cannot be made to it.

If you encounter any problems with waitlist registration, please contact Theresa Gallo - do not reply to the automated email. Please do not attempt to register yourself for open seats without notification as you will lose your place on the waitlist. The last day for waitlist placements will be **Friday, June 4, 2010**. Students who are added to a waitlist are not guaranteed to be registered for that course. We cannot make any assurances that you will be removed from a waitlist, so you should sign up for other courses to complete your course schedule. Waitlist eligibility does not override other registration restrictions.

In advance of registration, students are invited to attend (or view online) any general advising presentations offered as well as consult with their faculty advisor. Additionally, rising 3rd year students may want to schedule an appointment with Dean Toth and complete a Program Progress Review (<http://www.earlemacklaw.drexel.edu/PDFs/osa-PPR-Instructions.pdf>) to ensure that all requirements are being satisfied in preparation for graduation.

Finally, the following individuals are available to discuss aspects (as noted) of the course planning and registration process:

Theresa Gallo (theresa.gallo@drexel.edu): waitlist and course registration assistance

Dean Toth (mark.toth@drexel.edu): registration process; program requirements; academic advising

Dean Filler (daniel.m.filler@drexel.edu): program requirements; permissions; academic advising

Faculty advisor or Concentration director: academic and personal advising

Registration Packet Contents

The following set of materials is intended to provide as much information as possible to upper-level students so they can make an informed decision about course selection. It includes:

1. Registration Instructions;
2. Summer Master Schedule;
3. Summer Class Schedule;
4. Summer Course Descriptions;
5. Summer Courses Satisfying Graduation Requirements;
6. Tentative Summer Exam Schedule;
7. Faculty Areas of Interest;
8. Preparing for the Bar Exam;
9. 2009-2010 Academic Calendar;
10. Scheduling Worksheet