REGISTRATION INFORMATION AND INSTRUCTIONS

On-line registration for the Spring 2016 semester will begin November 19, 2015. All currently registered students will receive e-mails to their Campus Cruiser account directing them to check for their specific day and time for on-line registration. Students may register for courses any time on or after their designated on-line registration date. On-line registration will close on Friday, January 15, 2016. Any changes to registration after the closing date must be made at the Registrar’s Office. Waitlists will be in effect for the registration period. Available seats for all waitlists will be held for 7 days. If you are on a waitlist, you are advised to check your campus cruiser e-mail at least once a week for notification of an available seat. During the first week of classes, the available waitlisted seats will be held for 24 hours.

The online registration system will not be available Monday-Friday, 3:00-5:00AM, and Saturday 12:00-2:00AM. Please contact I.T.S. during normal daytime hours with any questions regarding Campus Cruiser logins and passwords.

During online registration, we have used methods to shape the traffic on the system, thereby limiting the possibilities for delays and frustration. If you do experience any problems with online registration, please contact the Registrar's Office.

ALL STUDENTS MUST FOLLOW THE REQUIRED COURSE SEQUENCE SET FORTH ON THE LAST TWO PAGES OF THIS INFORMATION PACKET. EXCEPTIONS TO THE REQUIRED COURSE SEQUENCE ARE PERMITTED ONLY WITH THE PRIOR APPROVAL OF Office of Student Affairs. Students’ failure to register for the required courses in the sequence set forth below is likely to result in closed sections, examination conflicts, and delays in meeting graduation requirements. Regular Division students MUST enroll for a minimum of 12 and a maximum of 16 credits. Extended division students MUST enroll for a minimum of 8 and a maximum of 11 credits.

I. HOW TO USE THE REGISTRATION MATERIALS

These registration materials have been developed to make course selection and registration an easy process. We have included general information and instructions; however, you should refer to your student handbook when further clarification of requirements is needed. We suggest that you follow the procedures listed below.

First – Read the section on General Information (page two of this document).

Second – Print out the Course Schedule you will find by clicking here. Additional information can be accessed by clicking on the course title or faculty name. Check the course description and listing of prerequisites for each course. Review the days and times for each course in order to avoid possible time conflicts. Carefully look at the examination day and time that is listed in the far right hand columns on the course schedule and plan an acceptable examination schedule. Remember, examination conflicts created by your own course selection do NOT entitle you to defer an exam. This includes multiple examinations you schedule within a 24-hour period.

Third – After you have determined the courses you want, go to delawarelaw.widener.edu and log in to Campus Cruiser.

- Sign in using your Login ID and Password, then click on Student Services under the WebAdvisor tab.
- Click Express Registration on the left side of the screen.
- Enter Subject [LAW], Course Number, Section and Term [Spring 2016]. DO NOT USE THE SYNONYM COLUMN.
- After entering your courses, click Submit to process the registration.
- The course sections you chose will now be marked as your Preferred Sections.
- The system will now ask you for an “Action” to be taken on these sections. Before selecting “Register for All”, check the columns titled Capacity/Enrolled/Waitlisted to make sure the section is open. Only attempt to Register for open sections and choose the action of Waitlist for closed sections.
When you are finished registering, go to **My Class Schedule** to print out a copy of your schedule for your records.

If your registration did not process as you wanted, go back to **Register for Previously Chosen Sections** and choose your desired action on each section. **Do not forget to take the “Action”! If you do not specify the action, you will not be registered for any classes!**

Just prior to the start of classes, be sure to check your schedule for final room assignments and possible time adjustments.

**Helpful Hints:** Make your class selections prior to entering the Campus Cruiser system. Your on-line registration will not be processed for any of your course selections if you attempt to register for sections outside your program, repeat courses, courses for which you need special permission, courses for which prerequisites have not been completed, or filled sections. Process your registration quickly to avoid being timed out. Also, do not use the Back button in Campus Cruiser. These idiosyncrasies are specific to the software and cannot be controlled by the Registrar. Remember – **PLAN BEFORE PROCESSING.**

### II. GENERAL INFORMATION

**Registrar’s Office**
4601 Concord Pike
Wilmington, DE 19803

**Telephone Number:** (302) 477-2170
**Fax Number:** (302) 477-2258

**E-mail Address:** delawarelawreg@widener.edu

**A. Wait Listing** - You may choose to Waitlist a course section, if that section is closed at the point of processing your registration online. Process your registration according to the directions in Section I. Choose the action of “Waitlist” for closed sections that have been marked as your **Preferred Sections.** You will be able to see the total number of waitlisted students for each course section. As seats become available, you will automatically be notified by way of your Campus Cruiser e-mail address according to your rank on the waitlist. You should then change the course section to “Register” in the Campus Cruiser system. Available seats will be held for **7 days.** If you are on a waitlist, you are advised to check your campus cruiser e-mail at least once a week for notification of an available seat. During the first week of classes for the Spring 2016 semester, the available waitlisted seats will be held for **24 hours.** If you miss your opportunity to register you will need to put yourself back on the waitlist. **PLEASE - CHECK YOUR CAMPUS CRUISER E-MAIL REGULARLY!**

**B. Financial Clearance** - Financial clearance for the Fall 2015 semester is required in order for you to register for the Spring 2016 semester. Please contact the Bursar's Office with any questions about your account.

**C. Required Course Sequence** – Beginning in your second year of law school, all students have a list of required courses they must take in the sequence outlined on last two pages of this packet. Exceptions to the required course sequence are permitted only with prior approval from the Office of Student Affairs. Schedules will be reviewed after registration and students will be advised if changes are necessary.

**D. Bar Preparation & Strategies** – Jumpstart your bar exam preparation with the new Bar Preparation & Strategies course. This graded course is specifically designed for Widener students. The course includes substantive review of commonly tested bar exam subjects along with instruction on test-taking strategies and multiple opportunities for practice. Beginning your preparation now with Widener’s Bar Preparation and Strategies will help you make the most of the commercial bar review course you will take right after graduation. Students with a grade point average below 2.7 after their first two semesters must take Bar Preparation & Strategies in...
their last semester (fall semester for May graduates; spring semester for December graduates).

I. Additional Course Guidelines for Juris Doctor students

- Registration rules restrict regular division students from registering for evening sections and extended division students from registering for day course sections. Any student, regular or extended, may register for course sections designated as letter “O” sections (not the numeral zero but the letter “O”). The “O” section designates that the section is open for both regular and extended division students.

- Registration for all non-classroom credits (clinics, externships, directed research, law review, moot court, etc.) must be done through the Registrar's Office, after completion of the appropriate paperwork. Students with cumulative grade point averages less than 2.500 are not permitted to participate in non-classroom work.

- In order to graduate, JD students must demonstrate substantial achievement in legal writing by completing one original, individually authored writing project. Courses that satisfy the writing requirement are noted with a “@” sign on the course schedule.

- All students entering law school in Fall 2010 and after are required to complete four credits in professional skills. Upon faculty consideration, certain courses have been determined to fulfill this requirement. Courses that satisfy the professional skills requirement are noted with a “#” sign on the course schedule.

- All students entering law school before Fall 2013 and who completed the first two semesters of law school with a cumulative grade point average of 2.8 or above, are not required to take the following courses: Business Organizations, Constitutional Law II, Criminal Procedure I, Federal Income Tax, and Sales and Leases.

- All students entering law school in Fall 2013 or thereafter and who have completed the first two semesters of law school with a cumulative grade point average of 2.7 or above are not required to take the following courses: Business Organizations, Constitutional Law II, Criminal Procedure I, Federal Income Tax and Sales and Leases.

- Beginning with the May 2014 graduating class, students with a first year cumulative grade point average below 2.7 are required to take the Bar Preparation & Strategies course in their last semester.
REQUIRED COURSE SEQUENCE

REGULAR DIVISION STUDENTS

3rd Year

**Spring 2016:**
**Must take:**
Sales and Leases (if not already completed) [3 credits]

Electives: May not take less than 12 credit hours or more than 16 credit hours.

2nd Year

**Spring 2016:**
**All of the following courses must be completed by the end of the Spring semester of the second year:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Organizations</td>
<td>4 credits</td>
</tr>
<tr>
<td>Evidence</td>
<td>4 credits</td>
</tr>
<tr>
<td>Criminal Procedure I</td>
<td>3 credits</td>
</tr>
<tr>
<td>Federal Income Tax</td>
<td>3 credits</td>
</tr>
<tr>
<td>*Legal Methods III</td>
<td>2 credits</td>
</tr>
<tr>
<td>Constitutional Law II</td>
<td>2 credits</td>
</tr>
<tr>
<td>Administrative Law</td>
<td>3 credits</td>
</tr>
<tr>
<td>Professional Responsibility</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

Electives: May take for a total of no more than 16 credit hours.

*If your cumulative g.p.a. after Spring 2015 required you to take A.A.A., you must take Legal Methods III in the Spring 2016 semester.*

**All students entering law school before Fall 2013 and who completed the first two semesters of law school with a cumulative grade point average of 2.8 or above, are not required to take the following courses: Business Organizations, Constitutional Law II, Criminal Procedure I, Federal Income Tax and Sales and Leases.*

**All students entering law school in Fall 2013 or thereafter and who have completed the first two semesters of law school with a cumulative grade point average of 2.7 or above are not required to take the following courses: Business Organizations, Constitutional Law II, Criminal Procedure I, Federal Income Tax, and Sales and Leases.*
EXTENDED DIVISION STUDENTS

4th Year

Spring 2016: Electives: May not take less than 8 credit hours or more than 11 credit hours.

2nd and 3rd Year

Spring 2016:**
Must Take: Criminal Procedure I [3 credits]

Must Take: Federal Income Tax (3 credits)

Must Take: Sales and Leases (3 credits)

Electives: May not take less than 8 credit hours or more than 11 credit hours.

IF YOUR CUMULATIVE G.P.A. AFTER SPRING 2015 REQUIRED YOU TO TAKE A.A.A., YOU MUST TAKE LEGAL METHODS III IN THE SPRING 2016 SEMESTER.

EXTENDED DIVISION DAY STUDENTS

2nd Year Extended Day

Spring 2016:**
Must Take: Property II (2 credits)

Must Take: Criminal Law (3 credits)

Must Take: Legal Methods III (2 credits)

Choose one course from below:

Administrative Law (3 credits)

Business Organizations (4 credits)

Criminal Procedure (3 credits)

Evidence (4 credits)

Federal Income Tax (3 credits)

Professional Responsibility (3 credits)

**ALL STUDENTS ENTERING LAW SCHOOL BEFORE FALL 2013 AND WHO COMPLETED THE FIRST TWO SEMESTERS OF LAW SCHOOL WITH A CUMULATIVE GRADE POINT AVERAGE OF 2.8 OR ABOVE, ARE NOT REQUIRED TO TAKE THE FOLLOWING COURSES: BUSINESS ORGANIZATIONS, CONSTITUTIONAL LAW II, CRIMINAL PROCEDURE I, FEDERAL INCOME TAX AND SALES AND LEASES.

**ALL STUDENTS ENTERING LAW SCHOOL IN FALL 2013 OR THEREAFTER AND WHO HAVE COMPLETED THE FIRST TWO SEMESTERS OF LAW SCHOOL WITH A CUMULATIVE GRADE POINT AVERAGE OF 2.7 OR ABOVE ARE NOT REQUIRED TO TAKE THE FOLLOWING COURSES: BUSINESS ORGANIZATIONS, CONSTITUTIONAL LAW II, CRIMINAL PROCEDURE I, FEDERAL INCOME TAX, AND SALES AND LEASES.

FINAL NOTE FOR ALL STUDENTS

PLEASE REVIEW YOUR EXAMINATION SCHEDULE PRIOR TO REGISTERING -- ANY CONFLICTS YOU CREATE YOURSELF WILL NOT BE DEFERRED!

The examination schedule is on the course schedule in the far right hand columns. If you have any questions about deferring examinations, please contact the Registrar or Office of Student Affairs.