COLLEGE OF LAW
Summer Registration Calendar - 2014

April 9  LAW REGISTRATION BEGINS AT 12:00 NOON. ALL LAW STUDENTS REGISTER TODAY. THERE ARE NO REGISTRATION APPOINTMENTS ASSIGNED BASED ON NUMBER OF HOURS EARNED.

April 10 – May 13  Registration continues and is open to all law students.

May 14, 2014  Fees due in the Office of Student Accounts by 12:00 p.m.
If you miss this deadline, your courses will be dropped and you will be required to re-register during the late registration phase. Students must re-register themselves. Students dropped for non-payment of fees will not be re-registered for full courses without the permission of the professors.

May 26  Memorial Day – University closed

May 27  Law Classes begin.

May 27-June 3  Late Registration for Law. Fees due in the Office of Student Accounts on June 3, 2014 by 5:00p.m.

June 3  Fees due for Late Registration and Drop/Add.
This is the last day to add or drop a class and receive a 100% refund.

June 4  Withdrawal period begins. Classes dropped on or after this date receive a grade of W.

Please see the Student Accounts web page for the refund schedule at http://www.gsu.edu/studentaccounts/withdrawal_refund_schedule.html

June 18  Midpoint (non-hardship withdrawal). Classes dropped after this date will receive a grade of WF.

July 4  Independence Day observed – University closed

July 15  Last day of regularly scheduled classes and extra day to make up for Independence Day

July 16  Make Up Classes

July 17  Reading Day

July 18-28  EXAMS

August 4  Summer grades due
REGISTRATION INSTRUCTIONS/TUITION PAYMENT WEB SITES

INSTRUCTIONS FOR ACCESSING REGISTRATION:

http://www.gsu.edu/registrar/registration_guide.html

TUITION PAYMENT:

http://www.gsu.edu/studentaccounts/tuition_and_fees.html

FINANCIAL AID WEB SITE:

http://www.gsu.edu/financialaid/

REFUND SCHEDULE:

http://www.gsu.edu/studentaccounts/withdrawal_refund_schedule.html

FEE PAYMENT DEADLINES:

STUDENT ACCOUNTS MUST RECEIVE FEES BY 12:00 PM May 14, 2014
FOR REGULAR REGISTRATION
AND BY 5:00 PM June 3, 2014 FOR LATE REGISTRATION.

Students must register AND PAY BY THE DEADLINE.  (Fee deadline: May 14, 2014 at 12:00) If you miss this deadline, your courses will be dropped and you will be required to re-register during the late registration phase (May 27-June 3).  Students dropped for non-payment of fees will not be able to re-register for courses that are full without the permission of the professors.

Pay careful attention to the registration process; mistakes may result in your being registered for the wrong classes, or your being charged additional fees.  **Students will not be given credit for courses they attend if they are not registered for said courses, nor will adjustments be made at the end of the semester for incorrect registration. Incorrect registration also precludes students' inclusion in e-mail discussion lists. It is the student's responsibility to make certain that they are registered for the correct courses.**
GENERAL INFORMATION

NORMAL COURSE LOADS, LIGHT-LOADS AND OVERLOADS (and what to do about them): For Summer, full-time is 6 hours and part-time is 4-5 hours. Students may take no more than seven hours in the Summer term. Any deviation must be approved by the Associate Dean. Forms for overloads, light-loads or program-change forms are located on the third floor.

COURSES WITH LIMITED ENROLLMENT: Courses listed as having a limited enrollment will usually be filled on a first-come first-served basis. All courses offered have a limit, and are, therefore, subject to being filled. To better ensure your inclusion in a course you think will fill quickly, you are encouraged to register as early as possible. Course limits are based on (a) the pedagogical needs; and/or (b) the size of the room. Please see individual professors if you have questions regarding their enrollment policies.

VARIABLE-HOUR COURSES: These courses are noted on the schedule with the symbol (+1). Courses without this symbol (and that is most of them) are not eligible for variable hour status. The decision on the number of hours must be made within the first week of class. Please see individual professors for details. No adjustment in credit hours will be made after June 3, 2014.

PREREQUISITES: Students may not enroll in courses for which they lack the prerequisites. The course descriptions in the College of Law Bulletin specify the prerequisites for each course. Unless otherwise indicated, the minimum prerequisites for each elective course is the completion of all first-year full-time courses. By the way, the Computer let me @ is not an acceptable reason to ignore the prerequisite requirement.

AUDITING COURSES: The decision to audit a course must be made during the registration period. No adjustment from credit to audit status or audit to credit status for a course will be made after June 3, 2014. All audits must be approved by the professor of the course.

INDEPENDENT RESEARCH PROJECTS: Any student desiring to register for an Independent Research project must obtain written approval from the Associate Dean no later than June 3, 2014.

WRITING REQUIREMENT COURSES: The Schedule of Classes lists some of the courses which may satisfy the requirement. If you have questions about whether a course will satisfy the writing requirement, please contact the professor. You must complete the Writing Requirement Form, have the professor sign it and give it to Lauren or Tricia prior to graduation.

WITHDRAWALS: If a student drops a course during the regular or Late Registration period, the dropped course(s) will not show up on the transcript. Courses dropped after the Late Registration period, but by the midpoint, will be considered "withdrawals" and a grade of "W" will be recorded on the transcript. Courses dropped after the midpoint will receive a "WF". Withdrawals after the midpoint are granted only in cases of hardship. Failure to follow this procedure will result in the awarding of a WF instead of a W. A grade of WF is treated as an F for the purpose of computing the grade point average. Retaking the course will not expunge the WF from the student's academic record. Students who find they must withdraw after the midpoint should make an appointment with the College of Law Associate Dean to discuss their hardship as soon as they become aware of the situation.

A NOTE TO NEW STUDENTS: The Immunization Requirement must be completed before any registration can take place. If you have not completed this requirement, you will not be able to register for any courses. If you have questions about this, please call the Immunization Office at (404) 413-1930. The College of Law cannot remove immunization holds.

A NOTE TO GUEST STUDENTS: Please note that your period of attendance is stated in your acceptance letter. Guest students should also be aware that Georgia State University College of Law grades will not be available for transfer to your home institution until after August 5, 2014. WE DO NOT GIVE EARLY GRADES FOR GUEST STUDENTS.