



## Course Advising Quick Reference Guide

Each semester Rutgers Law School offers a broad range of curricular opportunities, both inside and outside of the classroom. This guide is intended to remind you of the basic graduation requirements and provide some tips regarding registration. Much of the information below may be found in the Law School's Rules and Regulations.

### **The Registration Process:**

Registration is not first-come, first served. When registration opens on WebReg (<https://sims.rutgers.edu/webreg/>) you will receive an email from Dean Garbaccio notifying you that it is open and informing you of what date it will close. Registration will remain open for a few weeks. During that time, it does not matter when you register, only *that* you register. Some courses with maximums/caps will be over-enrolled. When registration closes, the Registrar's office will conduct a lottery and will then notify students of the lottery results. After lottery results are published, and prior to the start of the semester, WebReg will re-open through the end of the Add period.

### **Graduation Requirements:**

Students are required to take 84 total credits to graduate. Full time students typically complete 29 of those credits during the first academic year. Part time students complete the first 29 credits in 1.5 years. The remaining 55 credits, typically divided up as 14-15 credits per semester for full time students and 8-11 credits for part time students, are left up to the discretion of the student, except that:

- Students must take either Professional Responsibility or Legal Profession.
- Students must satisfy the **Upper Level Intensive Writing Requirement**. (See below and Appendix B of the Law School's Rules for more information).
- Students must complete the **Experiential Course (Skills) Requirement**. (See below and Appendix C of the Law School's Rules for more information).

More information about these graduation requirements is available [here](https://law.rutgers.edu/sites/law/files/RLawRuleBook%205-9-2019.pdf): (<https://law.rutgers.edu/sites/law/files/RLawRuleBook%205-9-2019.pdf>). You should keep in mind that at least 75 of the 84 required graduation credits must be course credits.

### **Course Advising: Tips for Selecting Classes**

With the above graduation requirements in mind, there are a variety of helpful resources to assist students in deciding what courses to take once your first 29 credits are complete:

**Review** the [course schedule](#) as well as the [master course list](#) to determine the semester course offerings. Please be sure to consult the [exam schedule](#) prior to registering!

**Talk with an academic advisor** either in person or via phone. You can make an appointment with or just email questions to [Sarah Regina](#), Associate Dean for Student Affairs or [Eileen Pizzurro](#), Director of Academic Support and Bar Studies.

You can (and should) also consult the [Graduation Checklist](#), to make sure you're on track.



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### **Other resources and things to keep in mind:**

**Take classes to assist you with bar examination.** While not required, most students take one or two bar subject courses each semester and typically take at least six bar-tested classes total. (Bar courses are listed below). Email [Eileen Pizzurro](#), the Director of Academic Support and Bar Studies with questions and/or for additional information.

**Speak to professors**--they are a great resource for making decisions about what courses to take and when!

**Speak to upper class students** who can share with you their experiences. Read archived [teacher evaluations](#) completed by students in past semesters.

**Speak to alumni and practicing attorneys** about what courses they felt were valuable during law school. **Look at co-curricular options.** If you are planning to do a Directed Research Project, work as a Research Assistant (Newark only) or a Teaching Assistant/Associate, you must sign up for these credits by completing the appropriate form through the Registrar's Office. These units require a faculty supervisor's signature as well as the approval of the either the Associate Dean for Student Affairs or the Vice Dean.

### **Subjects Tested on the Uniform Bar Exam**

The **MBE** (the multiple choice portion of the UBE) covers the following subjects:

Constitutional Law, Contracts, Criminal Law and Procedure, Federal Civil Procedure, Real Property, Torts and Evidence.

The **MEE** (the essay portion of the UBE) may test on the 7 subjects listed above as well as the following:

Business Associations (Business Organizations), Conflict of Laws, Trusts and Estates, Uniform Commercial Code – Article 9, Secured Transactions, and Family Law.

### **Writing Requirement**

Students must complete 2 upper class writing experiences. These may be satisfied via a designated writing course, journal participation (if a student note is supervised by a full-time faculty member from the beginning of the writing process), a Directed Research project, or a clinic. You must make it clear to your professor at the start of the semester, particularly in a clinic, that you intend to satisfy one of your writing requirements with your semester's work. Courses which satisfy this requirement are noted on the course schedule with a W, and also indicated as such on the master course list. Consult Appendix B for additional information.

At the beginning of the semester in which you are completing one of these requirements, you should complete the Graduation Writing Requirement online form [here](#). Your professor or faculty supervisor will electronically certify satisfaction of the requirement upon completion of the enterprise.



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### **Experiential/Skills Courses**

Courses which satisfy the Experiential/Professional Skills requirement will include opportunities for performance of the skill(s) being taught, direct faculty supervision of each student's performance, and faculty feedback, in addition to classroom instruction. Courses which satisfy this requirement are noted on the course schedule with an S, and also indicated as such on the master course list. You can also find a list of all of this semester's skills courses [here](#). Clinics can satisfy either writing or skills requirements (but not both in the same semester). Consult Appendix C for additional information.

### **Clinics**

To enroll in clinics and field placements, you need to complete the necessary applications. Each semester, the clinical program will hold pre-registration, so that students will know prior to the opening of general registration, whether or not they have gotten a spot in a clinic. If you miss pre-registration, you have missed your chance at a clinic for the semester. Most clinics are 6 or 8 credits in the first semester of enrollment, except for the Entrepreneurship Clinic, geared toward evening students, which is a 4 credit endeavor.

### **Field Placements**

To receive credit for [Field Placement](#) with a Judge, non-profit or governmental organization, you must follow the requirements set forth [here](#). You must complete this Application form, obtain approval, attend the Field Placement seminar and fulfill the educational supervision requirements included in the application. Once your application is approved by Dean Andrew Rossner, you should submit the application to the Registrar's office. Students may obtain 2 or 3 credits per semester, and cannot apply more than 5 field placement credits toward their total for graduation.

**Note:** except with permission from the clinical professor and the externship/field placement faculty advisor, a student may not take a Clinic for the first time and an externship simultaneously. A student who is repeating a clinic may enroll in an externship simultaneously.

### **Other non-course credit options**

Students can register for up to 9 non-course credits in total. In addition to Field Placements, described above, these include: (1) being a Research Assistant (RA) for a full time faculty member for up to 2 credits per semester (45 hrs per credit); and (2) working as a Teaching Assistant (TA) for a professor for 1 or 2 credits. RA and TA credits can be either graded or P/F, but if graded, the letter grade that presents on the transcript will not factor into the GPA. Students must register for RA or TA credit and must complete and submit the appropriate registration form to the Registrar.

### **Certificate Programs**

The Law School offers several certificate programs that allow a student's specialization to be recognized upon graduation. View the certificate programs [here](#). Each certificate program has one or two faculty advisors to whom you may go with certificate-related questions.



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### **Graduation Honors and Order of the Coif**

At graduation, academic honors are awarded by the faculty on the basis of distinguished scholastic attainment over the entire law school career. Students with a cumulative grade point average of 3.900 or higher will receive their degrees Summa cum Laude. Students with a cumulative grade point average of 3.750 or higher will receive their degrees Magna cum Laude. Students with a cumulative grade point average of 3.600 or higher will receive their degrees cum Laude. Students in the top 10% across locations will also be elected to the Order of the Coif. Students must have a minimum of 64 graded law school credits earned at Rutgers to be eligible for Honors and for the Order of the Coif.