Chapter 1: Pre-Registration

1L students are given a first opportunity to choose courses with Legal Methods II and 1L Electives. In order to provide students with a fair opportunity to enroll in Law classes, registration will be determined by a course lottery. Class assignments are made on the basis of student preferences submitted through Pre-Registration.

This chapter provides step-by-step guidance to the Pre-Registration process using LawNet to submit your preferences.

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1. Registration Holds

Before Pre-Registration begins ensure that you do not have any holds on your student account as these can prevent you from participating in Pre-Registration.

Check your hold status via Student Services Online (SSOL), where you will find guidance on the three types of holds that will prevent Pre-Registration:

### The University reserves the right to withhold the privilege of registration for the following reasons:

- Unpaid debt to the University
- An academic issue
- Immunization Non-Compliance

### Name of Hold

- Financial Hold
- Dean’s Hold
- Immunization Hold

### Only the office that placed the hold may remove it.

- Student Financial Services
  Phone: 212-854-4400

- CLS Registration Services
  Email: registrar@law.columbia.edu

- Health Services
  Phone: 212-854-7210
2. Choosing Courses

The first step in Pre-Registration is to identify the courses you might want to take.

NOTE: Only the courses listed below are available for 1L students

<table>
<thead>
<tr>
<th>Legal Methods II</th>
<th>1L Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td>▪ Building Legal Change: Moving Advocacy Outside</td>
<td>▪ Comparative Constitutional Law</td>
</tr>
<tr>
<td>▪ Financial Methods for Lawyers</td>
<td>▪ Corporations</td>
</tr>
<tr>
<td>▪ Legal Theory</td>
<td>▪ Employment Law</td>
</tr>
<tr>
<td>▪ Methods of Persuasion</td>
<td>▪ Federal Income Taxation</td>
</tr>
<tr>
<td>▪ Methods of Statutory Drafting and Interpretation</td>
<td>▪ Ideas of the First Amendment</td>
</tr>
<tr>
<td>▪ Problem Solving for Lawyers</td>
<td>▪ International Law</td>
</tr>
<tr>
<td>▪ Social Justice Advocacy</td>
<td>▪ Law and Contemporary Society</td>
</tr>
<tr>
<td>▪ Transnational Law and Legal Process</td>
<td>▪ Law and Development</td>
</tr>
<tr>
<td></td>
<td>▪ Law and Neoliberalism</td>
</tr>
<tr>
<td></td>
<td>▪ Legislation and Regulation, sec.2</td>
</tr>
<tr>
<td></td>
<td>▪ The United States and the International Legal System</td>
</tr>
<tr>
<td></td>
<td>▪ Transnational Litigation</td>
</tr>
</tbody>
</table>

There are two tools that you can utilize to identify courses of interest to you:

- *Curriculum Guide*
- *Course Evaluations*

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**Curriculum Guide**

Up-to-date course information can be found in the Law School’s online Curriculum Guide. To find courses, you can search using a range of criteria:

- Course level
- Course type
- Method of Evaluation
- Area of Study
- Instructor
- Day and time
- Writing Credit
- New course

NOTE: To conduct a course search, you must select *at least* one criterion in addition to Semester.
To learn more about a course, click on the hyper-linked title.
**Course Evaluations**

Reviewing student evaluations of the courses taught in previous semesters can help you identify courses of interest to you. Course Evaluations can be found under “Course Evaluation Reports” under the Student Services menu in LawNet.

Once you search for courses of interest, you will see a list of all courses that meet the search criteria you set:

**Course Evaluation Reports**

When you click on “View Record”, you will be able to choose the evaluation statistics and/or student comments:
Course Evaluation Reports

<table>
<thead>
<tr>
<th>Section</th>
<th>Term</th>
<th>Location/Day-Time</th>
<th>Instructor(s)</th>
<th>View Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 1</td>
<td>18F</td>
<td>GRHL 102a, T: 4:20 PM - 6:10 PM</td>
<td><strong>[Redacted]</strong></td>
<td><img src="#" alt="View Report" /></td>
</tr>
<tr>
<td>Section 1</td>
<td>18F</td>
<td>GRHL 105, TR: 9:10 AM - 10:30 AM</td>
<td><strong>[Redacted]</strong></td>
<td><img src="#" alt="View Report" /></td>
</tr>
</tbody>
</table>

Upper-Year Courses

2 records found, displaying all records.
3. How to Pre-Register

Pre-Registration is NOT *time sensitive*. You can change your selections at any time during the Pre-Registration period: Friday, November 6 at noon – Monday, November 9 at noon.

1L students must pre-register for *both* Legal Methods II and a 1L Elective.

**Legal Methods II**

Login to LawNet and select “Legal Methods II Electives” under the Registration Services menu.

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**Registration Services**

- 1L Electives
- Check Grades
- Check Schedule
- Classroom Seat Reservation
- Legal Methods II Electives
- View Site

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**Student Services**
You will see this screen, which requires you to rank all the available courses according to your preference.

1. Drag and drop all the available courses from the offered list, into this box.
2. Rank your choices in order of preference, with number 1 being your most preferred course, and so on.
3. Save your selections.

Courses Offered in the January 2020 for Legal Methods II Electives Preregistration:

1. Legal Methods II: Empirical Methods
   - Course Code: LS130-3
   - Points: 1.0
   - Instructor: Holden, Richard

2. Legal Methods II: Financial Methods for Lawyers
   - Course Code: LS130-4
   - Points: 1.0
   - Instructor: Talley, Eric

3. Legal Methods II: Methods of Persuasion
   - Course Code: LS130-1
   - Points: 1.0
   - Instructor: Gentry, Philip M.

4. Legal Methods II: Methods of Statutory Drafting and Interpretation
   - Course Code: LS130-2
   - Points: 1.0
   - Instructors: Ginsburg, Jane C.; Leuk, David S.

5. Legal Methods II: Problem Solving for Lawyers
   - Course Code: LS130-7
   - Points: 1.0
   - Instructor: Katz, Avery W.

6. Legal Methods II: Social Justice Advocacy
   - Course Code: LS130-6
   - Points: 1.0
   - Instructor: Franke, Katherine M.

7. Legal Methods II: Transnational Law and Legal Process
   - Course Code: LS130-5
   - Points: 1.0
   - Instructor: Cleveland, Sarah
You will need to rank ALL of the courses in order to get the option to save your choices.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Course Title</th>
<th>Code</th>
<th>Points</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Legal Methods II: Empirical Methods</td>
<td>LS130-3</td>
<td>1.0</td>
<td>Holden, Richard</td>
</tr>
<tr>
<td>2</td>
<td>Legal Methods II: Financial Methods for Lawyers</td>
<td>LS130-4</td>
<td>1.0</td>
<td>Talley, Eric</td>
</tr>
<tr>
<td>3</td>
<td>Legal Methods II: Methods of Persuasion</td>
<td>LS130-1</td>
<td>1.0</td>
<td>Gentry, Phillip M.</td>
</tr>
<tr>
<td>4</td>
<td>Legal Methods II: Methods of Statutory Drafting and Interpretation</td>
<td>LS130-2</td>
<td>1.0</td>
<td>Gottsburg, Jane C.; Louk, David S</td>
</tr>
<tr>
<td>5</td>
<td>Legal Methods II: Problem Solving for Lawyers</td>
<td>LS130-7</td>
<td>1.0</td>
<td>Katz, Arany W.</td>
</tr>
<tr>
<td>6</td>
<td>Legal Methods II: Social Justice Advocacy</td>
<td>LS130-6</td>
<td>1.0</td>
<td>Frankie, Katherine M.</td>
</tr>
<tr>
<td>6</td>
<td>Legal Methods II: Transnational Law and Legal Process</td>
<td>LS130-5</td>
<td>1.0</td>
<td>Cleveland, Sarah</td>
</tr>
</tbody>
</table>
Once you have ranked all the choices, a "Save Changes" button will appear at the bottom of the screen.

You must press "Save Changes" for your choices to be recorded.
If you wish to make any changes during the Pre-Registration period, you can re-order the rankings by dragging them.

The "Save Changes " button will appear again and you will need to click on it to update your rankings.
• **1L Elective**

Select “1L Elective” under the Registration Services menu.

This process mirrors the Legal Methods II Elective ranking procedure.

Drag and drop the courses to sort them in order of preference

Rank ALL the choices

Click on "Save Changes" to record your choices
4. Requesting Changes to Electives

Student schedules will be posted to LawNet on Friday, November 13th.

Most students will be assigned their first or second choice.

There may be opportunities to switch classes, depending on seat availability.

Our office will send links to separate Google forms to request changes to your registration.

No change is guaranteed but all changes, if made, are final
5. Pre-Registration Timeline

- **November 6th, Noon**: Pre-Registration Opens
- **November 9th, Noon**: Pre-Registration Closes
- **November 13th**: Student schedules posted in LawNet
- **November 13th to November 19th**: Legal Methods II Switch Request Period
- **January 14th**: First day of Spring 2021 term
- **January 14th to January 21st**: 1L Elective Switch Request Period
- **January 15th to February 12th (Fridays only)**: Legal Methods II
6. Registration Services Virtual Drop-in Hours

**Drop-in Hours via Zoom**
Monday, November 2 through Friday, November 6
**Times:** 7 am – 8 am (ET)
9 am – 10 am (ET)
12 pm – 4 pm (ET)
7 pm – 8 pm (ET)

Monday, November 9
**Times:** 7 am – 8 am (ET)
9 am – 4 pm (ET)
7 pm – 8 pm (ET)

Join Zoom Meeting [https://columbiauniversity.zoom.us/j/96077178299](https://columbiauniversity.zoom.us/j/96077178299)

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+13126266799, 96077178299# US (Chicago)

Dial by your location
+1 646 876 9923 US (New York)
+1 312 626 6799 US (Chicago)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 960 7717 8299 Find your local number: [https://columbiauniversity.zoom.us/u/ador5HHr2X](https://columbiauniversity.zoom.us/u/ador5HHr2X)

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Join by H.323 162.255.37.11 (US West)
162.255.36.11 (US East)
221.122.88.195 (China)
115.114.131.7 (India Mumbai)
115.114.115.7 (India Hyderabad)
213.19.144.110 (Amsterdam Netherlands)
213.244.140.110 (Germany)
103.122.166.55 (Australia)
209.9.211.110 (Hong Kong SAR)
64.211.144.160 (Brazil)
69.174.57.160 (Canada)
207.226.132.110 (Japan)

Meeting ID: 960 7717 8299