

March 23, 2020

Dear Students,

For students in the Class of 2022, Fall 2020 and Summer 2020 registration will begin on Monday, April 13 at noon. **Please review the attached document** and information below to ensure that your registration goes smoothly.

On Monday, March 23 at noon, you will be able to view your registration appointment in MySlice. At this time you are able to add classes to your shopping cart but will not be able to complete registration until Monday, April 12 at noon. The registration window will close on Friday, April 24 at 11:59 pm.

You will not be able to make adjustments your schedule yourself in MySlice at that time, you will need to submit an add/drop from on the Student Services Request Form to make any schedule adjustments after Friday, April 24 at midnight.

- Account Holds: As soon as possible, please make sure you have ALL account holds removed. You will be unable to move forward with the registration process if you have a hold on your account. You must contact the department that placed the hold on your account to have it removed.
- Review Academic Handbook: Please review the Academic Handbook to ensure you are aware of the graduation requirements to remain on track. This includes course requirements, the writing requirement, the experiential learning requirement, GPA requirements, and the joint degree requirement process as well.
- LCR III Registration Process: You should have received an email regarding your registration term for LCR III earlier this week. You were randomly assigned to a registration term of either Fall 2020 or Spring 2021, and if you haven't already, please review that email. If you were assigned Fall 2020, you will receive another email regarding the LCR III registration process later today. The LCR III registration process for Fall 2020 will take place before MySlice registration, and the process will be outlined in the forthcoming email. While determining your selection for LCR III section, you will need to consider the other courses that you are planning to register for (it's a good idea to review the course schedule with your comprehensive plan in mind). If you were assigned Spring 2021, you will receive more information regarding LCR III registration in October.
- Wait List reminders: It is important to remember to select the "Wait List if Class is Closed" box in MySlice for all courses, always. This will enable to you to be added to the wait list if a class fills before you are able to register. If you do not select this box, you

will not be put on the wait list or registered for the class – it's a good habit to get into.

- Alternate Course Plans: Have back up options readily available on a piece of paper next to you when you are registering on April 13. MySlice does not know your course preferences, so only put classes you wish to be enrolled in first in your shopping cart. Do not put back up options in your shopping cart, but rather, have them handy if your first-choice course is full.

If you need advising assistance and have any questions about what courses you should enroll in, you will want to contact the Office of Student Affairs to make an advising appointment with Courtney Abbott Hill.

Review the attached presentation in full and familiarize yourself with graduation requirements (detailed in the College of Law Academic Handbook), MySlice, and the registration process. Remember, beginning Monday, March 23 at noon, you can begin adding courses to your shopping cart. On Monday, April 13 at noon, you will be able to move onto step 2 and register for classes.

As always if you have any questions, feel free to ask.

**Ashley A. Bogart**

Registrar Records Analyst

College of Law