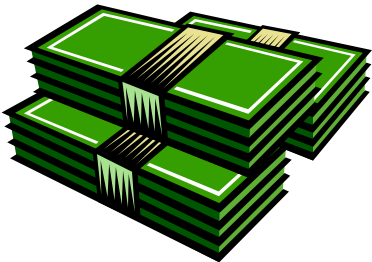
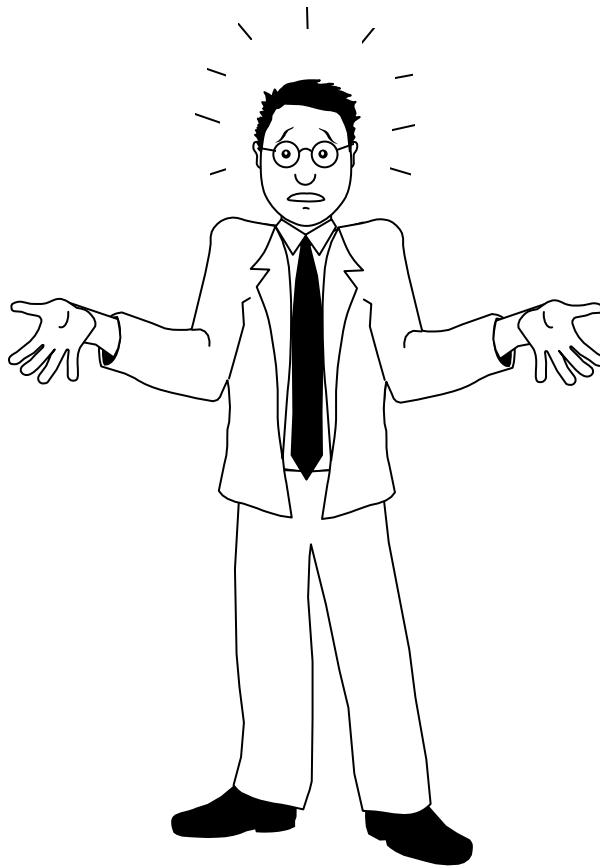


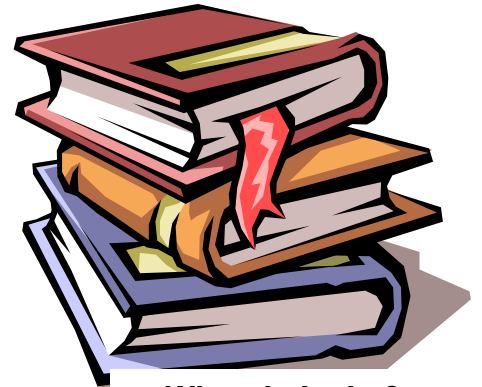
Registration Information Packet for Spring 2010



When do I register?



When do I pay?



What do I take?

Note: Payment of the minimum amount due for tuition and fees by the fee payment deadline is necessary to retain courses. If you do not pay at least the minimum amount due, you run the risk of having your classes dropped by the university. If this happens, you will have to re-enroll and there's no guarantee that you will be able to get back in to all of your classes.

REGISTRATION INSTRUCTIONS

Class Schedule:

You will find the Law Center's 2010 Spring class schedule at <http://www.law.uh.edu/schedule/homepage.html>. In order to register, you will need the section number listed for each course. The schedule posted on the law center's website is the only official schedule that you should use for correct and up to date information. **Do not use or rely on the information in the university's system.**

Note: To learn more about a course, refer to instructions on the next page.

To Register On-Line:

To register, you will login to PeopleSoft and access your UH Self-Service Center. Go to <https://my.uh.edu/psp/paprd/?cmd=login>; log in using your PeopleSoft Student ID number and password. If you do not remember your password, click on the "Request A New Password" link to receive a temporary password to login.

Once you're logged in, you will then click on the UH Self Service link to your left. There will be several options - Student Center, Academic Records, Enrollment, and Financial Aid. We encourage you to take the time to familiarize yourself with these selections prior to your registration.

You can change your password by clicking on "My Student System Profile" listed in the box in red to your left. The password must be 10 characters in length, and be a combination of numbers and letters.

You will access your Student Center and click on the "add a course" link to register for classes. Select the appropriate semester, then you will enter the section number for the courses you are interested in taking. (The section number is the second set of numbers listed for each course)

Note: We encourage you to access the system prior to your scheduled registration date to make sure that your password is working, and that you do not have any services indicators (stops) that need to be cleared. **Your enrollment appointment (date and time) will be posted in PeopleSoft under your student Center to the right by November 2nd. Registration for law is scheduled for November 9 – 11th.**

LEARNING MORE ABOUT A COURSE

The class schedule appears in the following format:

Section #	Course	Professor	Time	Room	Course Area
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To learn more about a course when viewing the schedule online, click on the **Course title** and a screen in the format shown below will appear:

Semester

Course Title

Credits:

Course Areas:

Time/Day:

Location:

Course Outline:

Course Syllabus:

Course Notes:

Prerequisites:

First Day Assignments:

Final Exam Schedule:

This course will have:

Exam:

Paper:

Book Requirements:

Registration Information

COURSELOAD REQUIREMENTS:

A standard load for a full-time student during a regular semester (Fall/Spring) is 12 to 16 hours.

A standard load for a part-time student during a regular semester (Fall/Spring) is 6 to 10 hours.

LL.M. students must maintain enrollment of at least three hours each fall and spring semester. Underloads must be approved in writing by the student's faculty advisor and submitted to Peggy Fortner.

ENROLLMENT SCHEDULE:

Law students are to participate in the enrollment process for the Spring 2010 Semester, according to the following schedule:

Classification	Spring 2010
All Part-time JD Students and 2009 Entering full-time Students	Nov. 9th
2005, 2006 and 2007 Entering full-time JD students and all LLM students	Nov. 10th
2008 Entering Full-time Students	Nov. 11th
Visiting Students (currently attending)	Nov. 12th

Your specific enrollment appointment (date and time) will be posted in PeopleSoft under your Student Center by November 2nd. If you try to access the system prior to your scheduled date more than three times, the system will lock your account for 24 hours. Please make sure that you have the correct date for registration!

Once you have logged in to the system, you will have access 24/7 to change your schedule until:

January 25, 2010 (unless the university is running program updates)

No credit can be added to your Spring schedule after January 25, 2010. No exceptions! This includes retro-active and research credit. All credit must be on your schedule by January 25th.

Registration Information for 1L Full-time Students

All 2009 Entering Full-time students are responsible for registering for their Spring 2010 classes. You will register for all of your courses through PeopleSoft. You are scheduled to take the following courses:

Legal Research & Writing
Criminal Law
Constitutional Law
Property
1L elective

You will register for the courses designated for your section. Please refer to the Spring course schedule for specific course information for your section. **Each section will be sent specific course information via e-mail to aid you in registering for the correct courses for your section.**

Legal Research & Writing course registration is based on your section and the professor. Do **not** switch sections or professors!

For example:

If you are in Section A and enrolled in Legal Research and Writing with Prof. Morris this Fall, you will register for Section A, Legal Research and Writing with Morris for Spring 2010.

1L Electives – You are able to select 1 of 6 1L electives to take for the Spring. The electives are:

5397-31784	Statutory Interpretation & Reasoning	Professor Bruhl
5382-23967	Administrative Law	Professor Bush
5391-26369	Law Practice Strategies	Professor Crump
5391-26371	Law Practice Strategies	Professor McElvaney
5391-32663	Law Practice Strategies	Professor Hoffman
5348-17787	Texas Consumer Law	Professor Hawkins

Note: These courses will have limited enrollment of about 35 students, so make sure that you have an alternative selection in case your first choice is closed.

Enrollment in these courses is strictly limited to 1L full-time students. Anyone else who registers for a 1L elective course will be administratively removed from the course.

Registration Information for 1L Part-time Students

All 2009 Entering Part-time students are responsible for registering for their Spring 2010 classes. You will register for all of your courses through PeopleSoft. You are scheduled to take the following courses:

Course#	Section#	Title	Professor	Time	Days
5409	25997	Contracts	Zamora	6:00 – 7:20 pm 7:30 – 8:50 pm	TTh W
5418	31783	Torts	Griffin	6:00 – 7:20 pm 7:30 – 8:50 pm	MW T
5236	17725	Legal Research & Writing	Tilton-McCarthy	7:30 – 9:30 pm	Th
5236	25995	Legal Research & Writing	Tilton-McCarthy	7:30 – 9:30 pm	M
5236	17723	Legal Research & Writing	Twomey	7:30 – 9:30 pm	Th

Legal Research & Writing course registration is based on your current professor and meeting time. Do **not** switch sections or professors!

For example:

If you are enrolled in Legal Research and Writing with Prof. Tilton-McCarthy this Fall that meets on Monday nights, you will register for Monday night section with Tilton-McCarthy for the Spring semester.

REGISTRATION PROCEDURE FOR PREFERENCE COURSES:

Second-year preference courses are core courses for which second year students (**2008 Entering Full-time students**) currently have preference in the registration process. The courses that are designated as 2L preference are:

Business Organizations, Evidence, and Federal Income Tax

The 2008 Entering full-time students (2L) will have priority for these courses for the Fall 2009 and Spring 2010 semesters.

Important Note: Preference courses offered in the Summer are opened to all students, no priority is given to 2Ls.

2Ls (2008 Entering Class):

Second year students will be given priority for the second year preference courses when they register on Nov. 11th.

3 & 4Ls (2007 and Earlier Entering Classes):

Full-time students in the 2007 and earlier entering classes are not authorized to register on Nov. 10th for any sections of the second-year preference courses offered in the Spring semester, (night or day). **3/4L's wanting to add one or more of these courses may access PeopleSoft on or after Nov. 12th to change their class schedules.**

Part-Time Students:

Part-time students are scheduled to register on the first day so they will have priority for the night classes being offered. **Part-time students wanting to take mostly day classes should meet with Derrick Gabriel prior to registration.** Part-time students wanting to enroll in any day preference courses, may access PeopleSoft on or after Nov. 12th to enroll in the class if space is available.

NOTE: Any student who registers for a preference course before their approved time will be administratively removed from the course.

General Information

Fee Payment:

Payment of tuition and fees must be received by the designated deadline date or courses could be dropped. You can request an Emergency Tuition Loan or a payment plan through PeopleSoft if you are unable to pay the full amount or if you're waiting for financial aid to come in. The payment deadline will be listed on your PeopleSoft account later this semester, and we'll post the date on the academic calendar once it is set by the university.

FINAL EXAM SCHEDULE:

The final exam schedule for Spring is posted at <http://www.law.uh.edu/student> . Changes may be necessary so check the schedule again at least two weeks prior to the exam period.

PREREQUISITES:

The class schedules posted on the web contain information regarding prerequisites. This information may not be all-inclusive; however there are course descriptions with prerequisites on the web at http://www.uh.edu/grad_catalog/law/law_courses.html and course description notebooks in the Office of Student Services.

STUDENT HEALTH INSURANCE

Any university student enrolled in at least six semester hours is eligible to enroll in the Student Health Insurance plan. Enrollment should be requested through PeopleSoft when registering for classes or prior to classes starting.

Students who want to have insurance added or waived after the fee payment deadline must contact the Health Center by the 20th class day of the Spring semester.

Note: No refunds or adding will be made after 20th class day for Spring.

Refund Policy:

There are different deadlines for withdrawing versus dropping a course to receive a refund. A withdrawal is a cancellation of all courses for the semester; you are no longer enrolled. Please review the refund policy and drop dates carefully. **There are no exceptions!!**

Refund Policy: <http://www.uh.edu/financial/payment/refunds>

Special Registration Procedures

Advocates is the student-run organization that runs internal advocacy competitions. Advocates also administer course credit for competing on external advocacy teams. **A maximum total of four non-substantive credit hours** can be obtained through advocacy competition (Mock Trial, Moot Court, Interscholastic Mock Trial, and Interscholastic Moot Court) . **A maximum of two additional hours may be earned for serving on the elected Board of Advocates.** Students may register for 1-hour of course credit for Hippard Mock Trial or Blakely/Butler Moot Court after they have successfully completed the competition requirements. In addition, students may receive 1 hour per semester for competing on an external mock trial or moot court team.

Eligible students must perform three steps to receive course credit. First, a student must complete an Advocates credit petition. Petitions are available on the literature rack in the Office of Student Services. **Second, a student must register for credit in the same manner as any other law school course.** Third, the Advocates credit petition should be submitted to the **Blakely Advocacy Office** after registering for the credit via the online system. The class schedule contains individual course listings for receiving advocacy credit. The section number listed for Advocates is for use by the Board of Advocates elected officers. The section number listed for Mock Trial should be used to receive credit for Hippard Mock Trial and the section number listed for Moot Court should be used to receive credit for the Blakely/Butler Moot Court. The section numbers listed for Interscholastic Moot Court and Mock Trial should be used to receive credit for participation in the Moot Court or Mock Trial pools and these credits must be verified by the moot court or mock trial coaches.

Note: Students needing to register for multiple credits of either Moot Court or Mock Trial must see Derrick Gabriel in Student Services.

OVERLOADS/UNDERLOADS:

Overload and underload petitions must be approved by the Director of Student Affairs, Derrick Gabriel, and petitions must be submitted to the Office of Student Services **at least one week** prior to registration.

An overload is defined as more than 16 hours (18 hours maximum) for full-time students and more than 10 hours (12 hours maximum) for part-time students.

An underload is defined as less than 12 hours for full-time students and less than 6 hours for part-time students. (Check with Financial Aid because an underload may have an affect on your aid for next semester)

The maximum number of hours the system will accept for Law students during a registration cycle is 16. Therefore, **full-time students having permission to take an overload should take their approved copy of the petition to Suite 30 TU-II, and a Student Services staff member will add the extra hour(s) to the student's enrollment.**

SPECIAL RESEARCH & WRITING and DIRECTED RESEARCH:

Enrollment in either a Special Research & Writing or a Directed Research course requires that the student complete a petition. This process involves obtaining a Special Research & Writing Petition or a Directed Research Petition form from the Office of Student Services or online at www.law.uh.edu/oss , and getting the sponsoring professor's signature on the form. The student must then submit the petition to Derrick Gabriel, Director of Student Affairs, who will review/approve the petition, add it to the student's schedule. **(Students can receive a maximum of 4 credits for each.)**

LITIGATION SKILLS COURSES:

Registration for Litigation Skills courses is through PeopleSoft as it is with all other Law Center courses. However, the Litigation Skills Program will keep waiting lists for certain courses. If you attempt to register for a course and the course is full, please email LitigationSkills@central.uh.edu and ask to be placed on a waiting list if one exists for that course. The Spring semester schedule for skills training classes is listed on the schedule, and you can find more information on those courses at our website www.law.uh.edu/litigation/. If you have any questions about Litigation Skills classes, please let us know.

Pre-registration for Trial Advocacy

IMPORTANT NOTICE REGARDING TRIAL ADVOCACY

The Law Center wants to insure that everyone who wishes to enroll in trial advocacy in Spring 2010 may do so. Everyone who wants to take Trial Ad must pre-register. Pre-registration was held in April for Fall 2009 and Spring 2010, but if you are interested, you may still pre-register for Spring 2010. You will receive notification via email on whether you made the class or not.

There will be no additional registration, unless spaces open up due to drops. Please complete the pre-registration as soon as possible, but no later than November 6, 2009. **THIS IS THE ONLY WAY TO REGISTER FOR TRIAL AD.**

Here is the link to pre-register, https://www.law.uh.edu/secure/oss/course_request.asp

Degree Related Information

DEGREE REQUIREMENTS:

In addition to the 1st year required curriculum, each student must complete the following (in residence at the Law Center) as part of their graduation requirements:

PROFESSIONAL RESPONSIBILITY COURSE:

In order to satisfy graduation requirements, a Professional Responsibility course must be taken and a passing grade received.

SENIOR WRITING REQUIREMENT:

The Senior Writing Requirement can be satisfied by completion of Law Review, HJIL, Business and Tax Law Journal, Houston Journal of Health Law and Policy, Texas Consumer Law Journal requirements or a seminar paper. Either a two or three hour seminar course (SEM:) qualifies and a grade of "C" or better is required.

90 hours required for graduation with a 2.50 minimum GPA.

SPECIAL COURSES :

Students may not count more than a total of 12 credit hours from any of the credit-granting activities listed below towards the 90 credit hours necessary to receive a J.D. degree.

- Credit for service on any law review or journal
- Credit for any trial or moot court competition
- Credit for service on the Board of Advocates
- Credit for participation in tutoring or academic support activities
- Credit for directed research
- Credit for special research
- Credit for internships or externships. (Credit earned for the graded classroom component of this course is not included.)

In addition to the above 12 hour rule, some areas of study have separate sub-limits imposed on credits earned within that area. The following limits apply to the total number of credits that may be applied to the 90 credit hours necessary to receive a degree:

<u>Area</u>	<u>Credit limit</u>
Clinics (Must count internships and externships in this category, as well, although clinics overall are not counted in the 12-hour limit.)	15 credits
Directed Research	4 credits
Special Research and Writing	4 credits
Academic Enrichment Program (tutoring)	4 credits
Non-law graduate coursework (Not counted in the 12-hour)	12 credits
Competitions (Moot Court, Mock Trial, Negotiation, Interscholastic Moot Court/Mock Trial)	4 credits total (any combination)
Board of Advocates	2 credits

INSTRUCTIONS FOR GRADUATES

Any student planning to graduate from the University of Houston must file a Graduation Application form online through PeopleSoft. \$25 Filing Fee will be posted to your account.

<u>Graduation Date</u>	<u>Filing Deadline</u>
May 14, 2010	TBA
August 12, 2010	TBA
December 17, 2010	TBA

We recommend that every senior participate in the "Graduation-Check" procedure. The forms are available in the Office of Student Services. **Processing takes place in the Fall semester for May graduates and in the Spring for August and December graduates.** Watch the Daily LEX for notification of when to submit forms. The objective of this procedure is to check the students' records for potential problems. If a problem is discovered, the student is able to adjust their final semester's enrollment to compensate for any problems.

It is extremely important that you understand these two processes. The filing of a Graduation Application/fee to graduate is a University requirement for all university students. The "Graduation-Check" is a service provided to law students by the Office of Student Services to insure that they will have met all J.D. requirements by their anticipated graduation date.

MULTISTATE PROFESSIONAL RESPONSIBILITY EXAM

No applicant to the Texas Bar shall be issued a license to practice law in Texas until such person has furnished to the Board, evidence that (s)he has passed the Multi-state Professional Responsibility Exam (MPRE) with a scaled score of 85. Exam dates are March, August and November with the application deadline being approximately 30 days before each exam. For application deadlines, fees, test subjects and to register on-line, please visit the National Conference of Bar Examiners website, <http://www.ncbex.org/multistate-tests/mpre/guidelines/dates/> .

Please note: A passing score is valid for five (5) years from the date the exam was taken.

<u>Test Dates:</u>	<u>Timely filing Deadline:</u>	<u>Late Filing Deadline:</u>
March 6, 2010	TBA	TBA
August 6, 2010	TBA	TBA

Filing fee: \$60 filed timely, \$120 filed late.

July 2010 TEXAS BAR EXAM

All information and the bar application for the 2010 July Bar Exam can be obtained at the Board of Law Examiners website: <http://www.ble.state.tx.us/> . Timely filing deadline is between **November 30, 2009** and **January 30, 2010**. (\$300 filing fee)

SUBJECTS FOR TEXAS BAR EXAMINATION

<u>Multistate Subjects</u>	<u>Law Center Equivalent</u>	<u>Remarks</u>
1. Constitutional Law	Constitutional Law 1 st Amendment Rights	1 st yr. Required Elective
2. Contracts	Contracts	1 st yr. Required
3. Criminal Law	Criminal Law	1 st yr. Required
4. Evidence	Evidence	Elective
5. Real Property	Property	1 st yr. Required
6. Torts	Torts	1 st yr. Required
 <u>Essay Subjects:</u>		
7. Real Property, including Oil & Gas	Oil & Gas	Electives
8. Uniform Commercial Code	Payment Systems Secured Financing	Electives
9. Business Associations (including Agency, Corporations, Partnerships Limited Liability Companies and Professional Associations).	Business Organizations	Electives
10. Family Law	Family Law Marital Property Rights	Electives
11. Trusts (including resulting & constructive trusts & guardianships)	Trusts and Wills Marital Property Rights	Electives Electives
12. Wills and Administration	Trusts & Wills	Electives
13. Consumer Rights (including DTPA, Usury, Insurance & Bankruptcy)	Texas Consumer Law Insurance Bankruptcy	Electives Electives Electives
14. Income, Estate and Gift Taxes	Estate Planning Federal Income Tax	Electives Electives
 <u>Procedures and Evidence:</u>		
15. Civil Procedure (including federal & state court jurisdiction. Pleading and practice)	Procedure I; Pretrial Procedure (Procedure II)	1 st yr. required Electives
16. Criminal Procedure	Criminal Procedure	Electives
17. Evidence	Evidence	Electives

List of other bar requirements for other states are available in the Career Service Office and the Office of Student Services.

**UNIVERSITY OF HOUSTON LAW CENTER
ACADEMIC CALENDAR**

SPRING 2010

January	18	Mon	Martin Luther King Jr. Holiday
January	19	Tue	First day of class
January	25	Mon	Last day to add a course (by 11:59 pm)
January	30	Sat	July 2010 Texas Bar exam timely filing deadline
February	1	Mon	Last day to drop a course, but not withdraw, without a grade and receive a full refund (by 11: 59 pm)
	TBA		Last day to file for May 2010 Graduation
March	5	Fri	Exam conflict filing deadline
March	15-20		Spring Break
April	6	Tue	Last day to drop a course or withdraw with a “W” Instructor’s permission required (by 5 pm)
May	3	Mon	Last day of classes
May	4	Tue	Reading Days/Make-up class day
May	5-14	Wed-Fri	Final Exam period: Consult final exam schedule for Specifics
May	16	Sun	Law Commencement Ceremony
May	15/17	Sat/Mon	Make-up dates for exam conflicts

Note to students: Make all travel plans with these dates in mind. Check final exam conflicts early. Check about exceptions before registering.

Frequently Asked Questions

1. What is a Standard Academic Load?

12-16 hours for full-time (can petition for up to 18 hours), can work no more than 20 hours as 2L or 3L)

6-10 hours for part-time (can petition for up to 12 hours)

If you plan to take an overload or underload, please fill out the General Petition form and submit to the Office of Student Services (OSS) for approval.

2. Are there any other required courses after completion of my first year?

Professional Responsibility - must be completed at UHLC. This course is needed to obtain a Bar card. Advice: Take as soon as possible to avoid problems in later semesters.

Senior Writing Requirement – requirement fulfilled by either (a) receiving credit in a seminar course with a grade of “C” or better, or (b) the completion of either 2 case notes or 1 comment of publishable quality by members of either the HLR, HJIL, HBTLJ, JTCL or the HLPLJ.

3. What are Special Courses? Please refer to Special Course section, pages. 9-11

4. What is an Exam Conflict?

An exam conflict is defined as (1) two exams scheduled on the same calendar day or (2) an exam scheduled in the evening (after 6pm) and an exam the following morning (before noon). (Exam conflict may change, under review)

Note: No other situations qualify.

5. Where can I get individual Advising?

Please stop by the OSS front desk to make an appointment, or call (713) 743-2182.

6. Can I take other courses outside the law center?

Once you have completed 45 law credit hours, you may petition to enroll in non-law graduate level work for credit toward your JD.