

# Preparing to Register and Tracking Progress to Graduation

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Toni Landis, Law Registrar



### **Topics to Be Covered**

- Essential Resources
- Registration Details
- JD & Diploma Privilege Requirements
- Advising & Curriculum
- Honors, Class Standing, & Transcripts
- Graduation & Beyond



# Essential Resources



#### The Student Handbook

https://law.wisc.edu/studenthandbook/

- The Student Handbook is a collection of practical information about the UW Law School.
- Focus on Sections Two and Four for course information, graduation, and bar admissions.



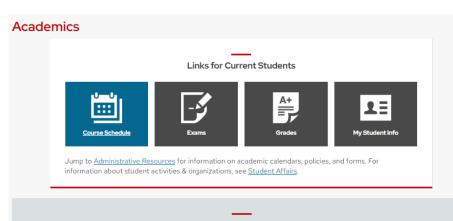
### The Academics Webpage

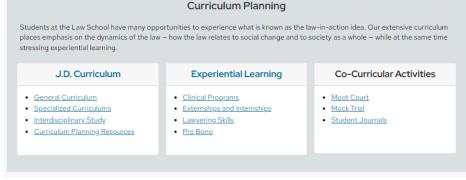
https://law.wisc.edu/academics/

- Calendars and Schedules
- Exam Information
- My Student Info
  - Experiential Learning Report; ULWR; Degree Audit Tool
- Academic Forms & Policies
- Law School Rules and Student Handbook
- Curricular Requirements, Offerings, and Planning Resources



### The Academics Webpage (Con)





# Calendars & Schedules Law School Academic Calendar UW-Madison Academic Calendar Courses & Schedules Exam Schedule Forms & Policies Academic Forms UW Law Grading Systems Student Handbook:

Administrative Resources

Additional Resources

My Student Info » Exam Info » Grade Info » Law School Rules » Transcripts »
Academic Forms »
Academic Enhancement Program »

Exam Policies

· Grades, GPA, Class Standing, Pass/Fail

· WI Diploma Privilege Requirements

· Graduation Requirements



# Registering for Classes



#### **Enrollment Dates & Times**

- Spring 2025 Enrollment for <u>2Ls</u> opens Tuesday, November 12
- Check for your specific enrollment time beginning the week of November 4 using the Course Search & Enroll tile in MyUW
- Pre-Enrollment To-Dos
  - <u>Terms and Conditions Agreement</u> (every semester!)
  - Check for HOLDS: https://kb.wisc.edu/registrar/4139



#### Courses & Schedules

**Academics & Programs** Courses & Schedules Courses & Schedules Curriculum & Programs **Dual Degrees** Course Schedules Exams Grades **Upcoming & Current Schedules** Past Schedules Initial Assignments International Law & Study Abroad • 2024 Fall Course Schedule • 2023 Fall Course Schedule • 2025 Spring Course Schedule • 2024 Summer Course Schedule Mock Trial • 2024 Spring Course Schedule Moot Court Law School Academic Calendar

https://law.wisc.edu/academics/courses/



#### Law School Course Schedule

- Consult the Law School Course Schedule
  - Check "Notes" column for graduation and WI Diploma Privilege requirements, as well as pre-reqs and enrollment caps
  - Schedule will indicate if a course is PF only, No PF, or PF Optional
  - Look for a green checkmark for courses that meet the Experiential Learning requirement
  - Use credit columns to determine how credits apply to 90, 64, and 60-credit rules
  - Pay attention to highlights and recent changes



## Registering for Classes (SH 2.3)

- Enroll at your appointed time via the Course Search & Enroll app in MyUW!
  - Make sure you've completed the pre-enrollment to-dos!
  - Consent of instructor courses (clinics, journals, mock trial, moot court) timeline and process
  - Wait list process
  - Tips for troubleshooting errors in Course Search & Enroll: https://kb.wisc.edu/registrar/page.php?id=95747

# **Completion of First Year Curriculum**



- Any student who need to complete a 1L spring course (Torts, Property, Con Law, Legal Analysis & Writing II) should email Angela Nash (<u>angela.nash@wisc.edu</u>) to request the necessary enrollment permission.
- Part-time students who are on track to complete the 1L curriculum in 2 years may enroll in upper-level courses only after consulting with the Academic Advisor.

(https://www.law.wisc.edu/studenthandbook/02.0.html#2.1.1)



### Part-time Enrollment (SH 10.3)

- Enrolled for fewer than 12 credits
- For financial implications, contact the Law School's Financial Aid office at: financialaid@law.wisc.edu
- If fewer than 12 credits: UW Law Scholarship disbursement may be reduced or eliminated
- If fewer than 6 credits: Federal loan deferment expires; grace period begins unless already used up.
- International students: check with ISS



# JD & Diploma Privilege Requirements

**Student Handbook Section 4** 



### JD Degree Requirements

- 90 Law Credits to graduate
- 64 credits in regularly-scheduled classes
- 1L Program (Contracts, Civil Procedure, Torts, Property, Criminal Law & Procedure, Legal Research & Wrtg I & 2, Constitutional Law)
- Professional Responsibilities
- Rule 3.03: Cross-Cultural Competency
- Experiential Learning Requirement
- Upper-Level Writing Requirement
  - Highly recommended: do not leave to final semester
- 2.0 Cumulative GPA



### Rule 3.03 Course (SH 4.4.2)

Courses that meet the Rule 3.03 Requirement in Spring 2025 will be announced soon. Watch for an email from Dean Kelly!





# (SH 4.4.2)

# Courses potentially meeting the Experiential Learning Requirement in Spring 2025 (6 credits required):

- 768, 854, 862: Clinical Programs
- 855: Judicial Internships & Externships (enrolled)
- 743: Negotiation/Mediation
- 808: Advanced Legal Writing: Contract Drafting
- 849: Pre-Trial Advocacy
- 852: Trial Advocacy
- 950: Lawyering Skills Course (several sections to earn the 6 cr total)
- 950: Advanced Legal Research
- 950: Deposition Skills

More may be added; look for emails & this symbol

# **Upper-Level Writing Requirement**



(SH 4.4.2)

- Requirements:
  - 20 pages, double-spaced (total)
  - · faculty feedback on draft
  - final version incorporating feedback
- May NOT be met in the same course, same term as Experiential Learning Requirement
- Submit completed form when you've submitted your final work for review
- Unsure? Check My Student Info page or email Toni
- It's HIGHLY RECOMMENDED you do not leave this to your final semester

#### **FORMS**

All forms are provided as PDF files. Fillable PDFs only work when viewed in Adobe Acrobat.

#### **JD GRADUATION**

"JD/Diploma Privilege Graduation Credit Evaluation Worksheet

Graduation Intentions Survey for 2020-21 graduates, please contact the Registrar directly at registrar@law.wisc.edu

#### **UPPER-LEVEL WRITING REQUIREMENT**

Upper-Level Writing Requirement Form

#### **CLASSES, PROGRAMS, & EXAMS**

- Notification of Dual Degree
- The Permission to Take a Graduate Level Non-Law Academic Course for Law Credit
- Petition for Rescheduling an Examination
- The Proposal for Directed Reading or Directed Research
- TRegistration as a Candidate for a University Certificate
- Application for Readmission



# **Upper-Level Writing Requirement Options (SH 4.4.2)**

Courses that potentially meet the Upper-Level Writing Requirement in Spring 2025 (as marked by "LW eligible" on Course Schedule):

- 808: Advanced Legal Writing: Contract Drafting
- 915: Prison Release & Re-entry
- 940: Artificial Intelligence and the Law
- 940: Food Law
- 940: Tax Policy Seminar
- 940: Class, Law, & Labor Relations in Historical Perspective
- 950: Administrative Law Module (must be taking Admin Law)
- 957: Intro to Estate Planning
- Clinical Programs (consult with faculty member)\*

More may be added; look for emails & this symbol

# Diploma Privilege Requirements (SH 4.6.2)



JD Degree

- Mandatory classes:
  - Evidence
  - Trusts & Estates

60 credits in Diploma Privilege subjects





# The Supreme Court requires 60 credits in diploma privilege subjects (identified on Course Schedule)

Application of 60-Credit Rule for Clinics, Trial Advocacy, Lawyering Skills, & PR

Course	Credits to 90-Credit Rule:	Credits to 64-Credit Rule:	Credits to 60-Credit Rule:	Credits to Experiential Learning Rule:
Clinical courses and Externships	All	Dependent upon the clinical or externship experience (refer to Course Schedule).	5	All
Lawyering Skills Course	All	All	5	All
Professional Responsibilities	All	All	1	0
Trial Advocacy	All	Instructor-led classes count; competitions do not.	4	All

# Required Grades for Diploma Privilege (SH 4.6.5)



2.0 GPA in mandatory Diploma Privilege classes

 2.0 GPA in diploma privilege 60-credit rule classes





### **Tracking Your Progress: DAR**

Students may access their Degree Audit Report (DAR) through *My Student Info.*Each section can be opened using the icon on the right.

Required 1L Courses	<b>(5)</b>
Diploma Privilege (optional)	0
Professional Responsibility (Max 1 credits counts toward 60 credit rule)	<b>(</b>
Rule 303	<b>(</b>
Upper Level Writing Requirement	<b>(</b>
Experiential Learning Category (6 credits needed)	<b>(</b>
Electives	<b>(</b>
Clinic (Max 5 credits count toward 60 credit rule)	<b>(</b>
Trial Advocacy (Max 4 credits credits count toward 60 credit rule)	<b>(a)</b>
Directed Research or Reading	•
Cumulative Totals	©



## **Tracking Your Progress: DAR**

Upper Level Writing Requirement								
Experiential Learning Category (6 credits needed)							<	
Electives								ć
		90 Rule	64 Rule	60 Rule			Notes	
	Antitrust	3	3	3		1252A1748001		
	Post Osser Posts suchia III C. Classic hold	5	3	3		1252A1817001		
	Bus Orgs: Partnership, LLC, Closely-held Corps (formerly Bus Org I)	3	3	3		1232A1017001		
	Corps (formerly Bus Org I)  ax 5 credits count toward 60	O credit r	ule)			123241017001		
	Corps (formerly Bus Org I)	O credit r	ule)		ule)	123241017001		
Trial Adv	Corps (formerly Bus Org I)  ax 5 credits count toward 60	O credit r	ule)		ule)	123241017001		
Trial Adv	ax 5 credits count toward 60 ocacy (Max 4 credits credits	O credit r	ule)		ule)	123241017001		
Trial Adv	ax 5 credits count toward 60 ocacy (Max 4 credits credits Research or Reading	O credit r	ule)		ule) <sub>Grade</sub>	cUK	Notes	



# Advising & Curriculum



#### Am I On Track?

90 credits required to graduate

- Should average 15 credits per semester (90 credits
  - standard 6 semesters (3 years) of law school)

#### Which means:

- At the end your 1L year: goal of 30 credits completed
- At the end of your 2L year: 60 credits completed
- At the mid-point of your 3L year: 75 credits completed

Summer credits may expedite graduation



#### What to Take?

#### **Primary Course Selection Considerations**

- Graduation and WI Diploma Privilege Requirements
- Practice specialization or curricular concentration
- Broad legal education
- Instructors or courses that interest you
- Improve skills
- Bar exam subjects and MPRE

#### **Need Academic Advising?**

- Schedule an appointment through Starfish app in MyUW (in-person, Zoom, or phone meetings available)
- Email quick questions (angela.nash@wisc.edu)
- Review the online <u>Guide to Planning Your Academic Program</u>





https://law.wisc.edu/academics/curriculum/

The Law School has created curriculum guides for select areas of study/practice, including:

Antitrust and Trade Regulation

Administrative & Regulatory Law

Appellate Practice

Bankruptcy Law

Business, Corporate & Commercial

Law

Children's Law

Civil Litigation & Dispute Resolution

**Criminal Law** 

**Environmental Law** 

Estate Planning & Elder Law

Family Law & Divorce

**General Practice** 

Health Law

**Immigration Law** 

Intellectual Property

Int'l & Comparative Law

Labor & Employment Law

Municipal & Local Gov't Law

Public Interest Law

Real Estate Law

Tax Law



#### **Curricular Concentrations**

https://law.wisc.edu/academics/dualdegree/certificateprograms.html

- Business Law (Prof. Ohnesorge)
- Criminal Law (Prof. Klingele)
- Family Law (Prof. Brito)
- Estate Planning Law (Prof. Erlanger)
- International & Comparative Law (Prof. Klug)
- Labor & Employment Law (Prof. White)
- Real Estate Law (Angela Nash)

Contact faculty advisor or Angela Nash for more information



#### **Certificate Programs**

https://law.wisc.edu/academics/dualdegree/certificateprograms.html

- Law School Certificate Programs
  - Certificate in Health Advocacy
  - Certificate in Russian Area Studies
- Campus-wide Certificate Programs
  - Certificate in Entrepreneurship
  - Certificate in Strategic Innovation
  - Certificate in Business, Environment & Social Responsibility (BESR)

#### **Considering Taking the Bar?**

#### Recommendations for Bar Exam Readiness

#### Taking 2026 & Beyond (NextGen)

#### **Subjects Tested on the Bar**

- 1. Civil Procedure
- 2. Constitutional Law
- 3. Contracts
- 4. Evidence
- 5. Torts
- 6. Real Property
- 7. Criminal Law
- 8. Criminal Procedure
  - Specifically, Constitutional Protections of Accused Persons
- 9. Business Organizations I
- 10. Family Law (Performance Test)
- 11. Trusts and Estates (Performance Test)
- 12. Courses that discuss any of the following may be helpful:
  - a. Legal Research and Writing
  - b. Investigation and Evaluation
  - c. Client Counseling and Advising
  - d. Negotiation/Dispute Resolution
  - e. Client Relationship and Management

#### Taking Bar Exam 2024 or 2025

#### **Subjects Tested on the Bar**

Multiple Choice (MBE) and Essay (MEE)

- 1. Civil Procedure
- 2. Constitutional Law
- 3. Contracts
- 4. Evidence
- 5. Torts
- Real Property
- 7. Criminal Law
- 8. Criminal Procedure

#### Essay Only (MEE)

- Business Organizations I
- 10. Family Law
- 11. Trusts & Estates
- 12. Secured Transactions
- 13. Conflict of Laws



### Non-Law Classes (SH 2.5)

- Requires completion of 1L Program
- Up to six (6) credits of graduate level or foreign language course work may count towards 90 credits needed for JD, subject to conditions.
- Must have permission to receive credit, form available on forms page.
- Must receive a "B" or better.
- Does not factor into GPA, 64- or 60-credit rules



### Pass/Fail Option (SH 9.3)

2 elective P/F classes allowed by Law School Rules

 Eligible courses are indicated in <u>Course Schedule</u> as "PF Option"

 Mandatory Pass/Fail are indicated as "PF Only" and do not count against elective limit



# Pass/Fail Option Grading Chart (SH 9.3)

Law School letter grade reported by instructor	Grade recorded on transcript if use Pass/Fail Option	Factored into your GPA?	Counts as one of your two Pass/Fail Options
B+, A-, A or A+	B+, A-, A, or A+	Yes	Yes
C, C+, B-, or B	S	No	Yes
F, D-, D, D+, or C-	F, D-, D, D+, or C-	Yes	Yes

Recorded grades are factored into the GPA and count as graded credits for The Order of the Coif & Dean's List eligibility



# Honors, Class Standing, & Transcripts

**Student Handbook Section 9** 



### Dean's Honor List (SH 9.7.2)

- Completion of at least 12 new credits in the fall or spring semester
- A GPA of at least 3.5 (on the 4.3 scale) on those credits, at least 8 of which must be graded on the 4.3 scale
- Completion of the credits by the due date for turning in grades at the end of the semester in question
- Recorded on \*official transcript\*



## Class Standing & Rank (SH 9.5)

- Class standing tables are updated each term
  - Tables relate grade averages to approximate position in the class based on credits earned
- Find updated class standing table here:

  https://law.wisc.edu/career/new\_grading\_system.html#class\_standing
- The Law School does not make available students' class rank
  - OCPD does coordinate with the Registrar to make available the top ten students in each class with the highest GPAs



### Transcripts (SH 9.6)

#### Official UW generated transcript:

- order from https://registrar.wisc.edu/transcript/
- No charge
- Guaranteed tamper-free
- <u>Lists</u>:
  - Degree earned and conferral date
  - Dean's List by semester & Latin designation
- Does not list Law School GPA

#### **Unofficial Law School transcript:**

- available through OCPD using Symplicity
- No charge
- No guarantee re: tampering
- Lists:
  - Law School GPA
- You may need a letter from Registrar confirming the authenticity.



# Graduation & Beyond



## **Graduating Early (SH 4.3)**

- No more than 18 credits/semester
- May graduate "no earlier than 24 months"
- Notify Registrar
- Meet with your OCPD Advisor
- Be aware of any deadlines for application to practice:
  - WI BBE applicants: August '25 graduates pay reduced rate until mid-March '25; Dec '25 graduates pay reduced rate until mid-July '25
  - Other states will vary



### **Graduation Honors** (SH 4.13.5)

Graduation Honors: Minimum of 45 graded credits

- Cum laude 3.5 to 3.74
- Magna cum laude 3.75 to 3.94
- Summa cum laude 3.95 and above

#### Dean's Academic Achievement Award

- 3.5 GPA in penultimate semester
- Allows you to wear an honors stole at commencement



## The Order of the Coif (SH 9.7.4)

A national honor scholastic society recognizing law students who attain a high grade of scholarship

- Top 10% of graduating class (or so)
- Requires 68 graded law credits
- If you exercise the elective pass-fail option and a grade is recorded, it counts as graded credits
- FYI: 3.75 for 2023-24 (class-size dependent!)







#### Law School Hooding Ceremony (May)

https://law.wisc.edu/commencement/

 All graduating students may attend – May, August, or December

Campus Ceremonies: https://commencement.wisc.edu/

As long as you have the correct attire, you may attend; there is no monitoring.

"There is no separate registration process for [campus] commencement, and there is no master list that students' names are read from. A graduate's name does not need to appear in the program to participate in the ceremony."

UW Winter Commencement (December: name read aloud)
UW Spring Commencement (May: name not read aloud)



#### **Questions?**

Angela Nash: angela.nash@wisc.edu

Toni Landis: tllandis@wisc.edu



#### Links to Bookmark

Student Handbook: <a href="https://law.wisc.edu/studenthandbook/">https://law.wisc.edu/studenthandbook/</a>

Law School Academic Webpage: <a href="https://law.wisc.edu/academics/">https://law.wisc.edu/academics/</a>

Law School Course Schedule:

https://law.wisc.edu/academics/courses/

Law School Academic Forms: <a href="http://law.wisc.edu/current/forms.htm">http://law.wisc.edu/current/forms.htm</a>

Class Standing/Ranking Tables:

https://law.wisc.edu/career/new\_grading\_system.html#class\_standing

Law School Commencement website:

https://law.wisc.edu/current/commencement/

UW Law Pro Bono Program: <a href="http://law.wisc.edu/probono/">http://law.wisc.edu/probono/</a>

Transcripts: <a href="https://registrar.wisc.edu/transcript/">https://registrar.wisc.edu/transcript/</a>