

PACIFIC MCGEORGE // SUMMER 2017

VIRTUAL SUMMER REGISTRATION INFORMATION SESSION

When to Register for Classes

Summer 2017 registration will occur according to the following schedule:

	Priority Registration for Seniors & Graduate Programs Rising 3D/4E	Open Registration for All Students Rising 2D/2E/3E	Add/Drop Deadline* <i>*Courses dropped after the Deadline require administrative approval and will result in a "W" on the student's transcript.</i>
Summer 2017	Monday March 13, 2017 8:30 a.m.	Tuesday March 14, 2017 8:30 a.m.	11:59 p.m. on the first day of each session

Registration Policies: An Overview

Please review the Catalog and your Student Handbook (a.k.a. The Black Book) for more information.

Timing: Students register via *insidePacific* web registration. Summer registration opens for Seniors and Graduate Programs on Monday, March 13th at 8:30 a.m., and for everyone else on Tuesday, March 14th at 8:30 a.m. **If you encounter issues while trying to register**, please email the Office of the Registrar at sacregistrar@pacific.edu.

Add/Drop Deadline: The Add/Drop Deadline is 11:59 p.m. on the first day of each session. Meaning, the Deadline for a Session 1 course is different than for a Session 2 course. **Any course dropped after the Deadline requires written administrative approval and will result in a "W" on the student's transcript.** To request approval, email Dean McGuire at mmcguire@pacific.edu.

Closed Classes and Waitlists: Although Summer classes often do not fill up as quickly as those offered during the academic year, students are advised to **register as quickly as possible** to increase the likelihood that you will get a spot in your preferred courses. **If a course is closed** (enrollment is at capacity), you will have the opportunity to add yourself to the waitlist on *insidePacific*. Our waitlists often clear, so there is a good possibility that you will get into the course. Nonetheless, it is imperative that you **register for a backup option**, in case you do not get in off the waitlist.

Classes with Insufficient Registration: Classes with insufficient registration may be cancelled at the discretion of the Associate Dean for Academic Affairs (Dean Colatrella).

Course Time Conflicts: Students may **not** register for courses if meeting times overlap in whole or in part. Not even a five-minute overlap will be allowed.

Prerequisite and Concurrent Enrollment Requirements: To determine whether a course has a prerequisite or concurrent enrollment requirement, please read its course description, which is available online at <http://catalog.pacific.edu/law/courses/#courseinventory>.

Holds: You will not be able to register for classes if you have an outstanding balance, unless you have made satisfactory payment arrangements with the Law School. Prior to your registration window, you should check *insidePacific* to confirm that there are no holds on your account. **If there is a hold on your account, you cannot register for classes.**

Questions: If you have questions about how to register for classes or which classes to take, **academic advising is available through the office of Student Affairs.** Please call 916.739.7089 or send an email to sacstudentaffairs@pacific.edu to schedule an appointment with Dean McGuire.

Paying for Summer School

Financial Aid: Students are encouraged to **seek guidance from the Financial Aid Office** regarding summer loans. If you have **remaining loan eligibility** for the academic year, you should use that option, prior to applying for summer loans. If you need to apply for summer loans and/or adjust your budget for this academic year, **please visit the Financial Aid Office to complete the necessary paperwork before March 31st**. Please note that you may only submit one summer loan application. You can reach the Financial Aid Office at 916.739.7158 or finaid@pacific.edu.

Tuition: Students are encouraged to **seek guidance from the Financial Aid Office** regarding Tuition. The Business Office will work with the Financial Aid Office to verify the amount of loan money you will be receiving and loan funds will be applied directly to the tuition account for all of your summer courses. **Payment for any portion not covered by loan disbursement is due on the first day of the summer session in which you are enrolled.** Tuition is calculated based on the number of units you are enrolled in multiplied by the per-unit rate. **Payments** may be made to the Business Office by mail or in person, or if paying by credit card, by phone at 916.739.7054. Students who **withdraw** after the summer session in which you are enrolled begins will have their tuition adjusted according to the following schedule:

- Day 1 = 100% refund
- Day 2 = 60% Refund; 40% Penalty
- Day 3 = 40% Refund; 60% Penalty
- Day 4 = 25% Refund; 75% Penalty
- Day 5 and after = 0% Refund; 100% Penalty

The full Tuition Policies are available online at <http://www.mcgeorge.edu/>.

Other Summer Programs

Externships:

If you are considering a summer Externship please review the McGeorge Externships Libguide:

On Campus: <http://libguides.mcgeorge.edu/externships>

Off Campus: <http://0-libguides.mcgeorge.edu.pacificatclassic.pacific.edu/externships>

You will receive the same log-in screen as they would for off campus and you need to authenticate into the library site.

Summer 2017 Application Process Deadlines:

- Notice of Intent Due– Wednesday, March 29, 2017
- Application Due – Wednesday, April 12, 2017
- Registration Due– Monday, May 15, 2017

Summer Abroad Programs: Broaden your law school experience by taking advantage of one of Pacific McGeorge's unique summer programs. This summer you could:

- Participate in a bilingual field placement in **Latin America**.
- Take substantive law classes taught in Spanish and English in **Antigua, Guatemala**.
- Learn from European and American faculty including Associate Justice Anthony Kennedy in a long-standing program on International Studies in **Salzburg, Austria**.

For more information on Summer Abroad Programs, please visit: go.mcgeorge.edu/summer.