BEFORE you attempt to add courses to your shopping cart or enroll in courses, you should visit the Law Registrar webpage at https://law.emory.edu/academics/registrar.

Once you are on the webpage, scroll to the bottom of the page for a full listing of informational services that the Law Registrar provides.

For the purposes of registering for classes, it is very important to review the **REGISTRATION**, **CLASS SCHEDULES** and **COURSE DESCRIPTIONS**.

Registrar Services

REGISTRATION
How to prepare and complete your registration for classes.

MORE ABOUT REGISTRATION »

EXAMS
How to take exams and Electronic Blue Book (EBB).

MORE ABOUT EXAMS »

GRADING
Posting of grade information and class rank.

MORE ABOUT GRADING »

COURSE EVALUATIONS
How to submit course evaluations for your classes.

MORE ABOUT COURSE EVALUATIONS »

GRADUATION ROADMAP
Checklist for commencement exercises.

MORE ABOUT GRADUATION ROADMAP »

SITTING FOR THE BAR EXAM
A guide for students interested in sitting for a state's bar exam.

MORE ABOUT SITTING FOR THE BAR EXAM »

ACADEMIC CALENDAR
Listing of all the dates in the academic school year

GO TO THE ACADEMIC CALENDAR »

CLASS SCHEDULES
List of the class schedules for the upcoming semester.

GO TO CLASS SCHEDULES »

COURSE DESCRIPTION
Course descriptions and content are subject to change.

GO TO COURSE DESCRIPTIONS »

FORMS & LINKS
Forms and most requested links for Law Registrar services

GO TO FORMS & LINKS »

FAQS
Most frequently asked questions about the Law Registrar's Office.

GO TO FAQS »

UNIVERSITY REGISTRAR
The Law Registrar works in conjunction with Emory University's Office of the Registrar.

MORE ABOUT THE UNIVERSITY REGISTRAR »

Registering in OPUS: From Shopping Cart to Waitlist

SHOPPING CART

Student Announcements

See

Once you are ready to start reviewing the course offerings, click on the **Course Planning and Enrollment** tile.

Immunization Enrollment Hold

⚠

Click for Details

Pending Cancellation Alert

WARNING

Class Schedule to be Cancelled for Non-Payment

click here for more info

Check if there are any alerts needing urgent attention (i.e. immunization hold, financial hold, etc.).
You will not be able to register for classes if a financial hold has been placed on the account. Contact the Student Financials Office immediately.*

Tasks

⚠

No current tasks

Communications

Course Planning and Enrollment

📅🎓

Univ Course Atlas

🌐

Graduation and Commencement

Academic Records

🎓

Academic Progress

Advising

GER/GEP Search

Emory Links

Financial Account

Financial Aid

Select a Value

Student
View My Classes
Class Search and Enroll
Shopping Cart
Drop/Swap/Update Classes
University Course Atlas
Laney Graduate School
Browse Course Catalog
Planner
Enrollment Dates
Exam Schedule

Terms prior to Spring 2020

Fall 2019
Summer 2019
Spring 2019
Fall 2018
Summer 2018
Spring 2018

Terms on or after Spring 2020

Spring 2020
Summer 2020
Fall 2020

Click on **Class Search and Enroll** and select the appropriate semester.
In this example, we are going to register for the upcoming semester and will select Fall 2020.

Fall 2020 [Change]

View My Classes
Class Search and Enroll
Shopping Cart

Search For Classes ⓘ

Enter keyword e.g. course, subject, class, topic

Additional ways to search

▸ Favorites

- Type in a class catalog nbr. or class name to begin a targeted search (i.e. LAW 500X, Business Associations).
- To perform a generic search type **LAW** in the search bar and all courses within the School of Law or have "Law" included in the course title will appear.

Class Search

Class Status
- Open Classes Only
- Wait List Classes Only
- Closed Classes Only

Course Career
- Graduate Nursing
- Law
- Medicine
- Undergraduate Emory College
- Undergraduate Oxford

▸ **Subject**

Class Meeting Days
- Mon Wed
- Tue Thu
- Wed Fri
- Mon Wed Fri
- Tue Thu Fri
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Class Start Times
- No Start Time/Non-Standard
- Start 8am - 10pm
- Start 10am - 1pm
- Start 1pm - 3pm

View Search R

50 courses displaye
Search results ha

ANT 391
Law, Discipline, an
1 Class Option Ava

DSC_OX 101Q
Discovery Seminar
33 Class Options A

1 Class Option Ava

LAW 505
Civil Procedure
3 Class Options Av

LAW 510
Legislation/Regula
3 Class Options Av

LAW 520
Contracts

If opting for a generic search, additional filters will appear on the left side margin to help narrow down the results. Click on the course once you have determined you would like to review it further.

1. Click on the course or section of the course to place in the shopping cart.

View My Classes

LAW 500X

Shopping Cart

Drop/Swap/Update Classes

University Course Atlas

Laney Graduate School

Browse Course Catalog

Planner

Enrollment Dates

Exam Schedule

▼ Course Information

Units 3.00

Grading Student Option

Components Lecture

Course Career Law

▼ Class Selection

Select a class option ⓘ

Selected Filters 2 options

Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Open	Regular Academic Session	Lecture - Class 4521 - Section 001	08/17/2020 - 11/23/2020	Monday Wednesday 2:15PM to 3:45PM	Gambrell Hall - 1E	Audra Savage	Open Seats 85 of 85
2	Open	Regular Academic Session	Lecture - Class 4576 - Section 002	08/17/2020 - 11/23/2020	Tuesday Thursday 9:00AM to 10:30AM	Gambrell Hall - 1E	Richard D Freer	Open Seats 90 of 90

---

3. Review the course preferences and make any changes as desired, if applicable. Proceed by clicking ACCEPT.

✖ Exit — Class Search and Enroll — ‹ Previous

Accept

Step 3 of 5: Review Class Preferences

LAW 500X Business Associations

Lecture - Class 4046 - Section 002 - Wait List

2 Review Class Selection
Complete

3 Review Class Preferences
In Progress

Permission Number ⓘ

[ ]

4 Enroll or Add to Cart
Not Started

Grading Basis

Graded ▼

5 Review and Submit
Not Started

---

2. Review the class selection, and if satisfied, click NEXT in the top right hand corner.

✖ Exit — Class Search and Enroll — ‹ Previous | Next ›

1 Select Academic Career
Complete

2 Review Class Selection
Visited

3 Review Class Preferences
Not Started

4 Enroll or Add to Cart
Not Started

5 Review and Submit
Not Started

Step 2 of 5: Review Class Selection

You have selected

LAW 500X Business Associations

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

---

4. Select to Add to Shopping Cart. *The "Enroll" radio button will be disabled at this time, do not select.* **Proceed by clicking NEXT.**

✖ Exit — Class Search and Enroll — ‹ Previous | Next ›

Step 4 of 5: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?

○ Enroll

● Add to Shopping Cart

2 Review Class Selection
Complete

3 Review Class Preferences
Complete

4 Enroll or Add to Cart
Visited

5 Review and Submit
Not Started

COURSE DETAILS

LAW 821

SEM: Corporate Governance

⭐ Add to favorite courses

▼ Course Information

Units	3.00
Grading	Graded
Components	Seminar
Course Career	Law

▼ Class Selection

Select a class option ℹ️

Option	Status	Session	Class
1	Open	Regular Academic Session	Seminar - Class 4810 - Section 001

When selecting a course, it is recommended that you take a moment to view the "Course Information" drop down section.

This will tell you the grading basis of the course, the credit hour value, and course component.

Additional information—enrollment requirements, class notes, permission required, etc.—can be found if clicking on the hyperlink located under the CLASS column. *It is important for you to review this information prior to registering for the course to save yourself headache and hassle when you cannot enroll in the course and lose a spot in another course.*

Meeting Information	Enrollment Information	Class Details	Class Availability

LAW 821 SEM: Corporate Governance
Seminar - Class 4810 - Section 001
                                                                    Status : Open

No Enrollment Requirements

No Class Notes

Add Consent	Department Consent Required

5. The next step will be to Review and Submit your course selection to the shopping cart.

Class Search and Enroll

1 Select Academic Career — Complete	
2 Review Class Selection — Complete	**Step 5 of 5: Review and Submit** Submit
3 Review Class Preferences — Complete	You have selected to add to your shopping cart
4 Enroll or Add to Cart — Complete	LAW 669A Doing Deals: Contract Drafting
5 Review and Submit — Visited	Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▸ Class Preferences

---

7. A confirmation message will show if adding the course to the shopping cart was successful. *If you do not receive a confirmation page, then review the error message and fix any issues preventing the addition of the course to the shopping cart.*

Confirmation

Class(es) has been added to your Shopping Cart.

🔍 Class Search and Enroll

🛒 Shopping Cart

📝 Drop/Swap/Update Classes ⌄

🌐 Course Atlas ⌄

📖 Browse Course Catalog

📅 Planner

📈 Enroll by My Requirements

🧍 Enrollment Dates

⏰ Exam Schedule

↩ Return to Keyword Search Page

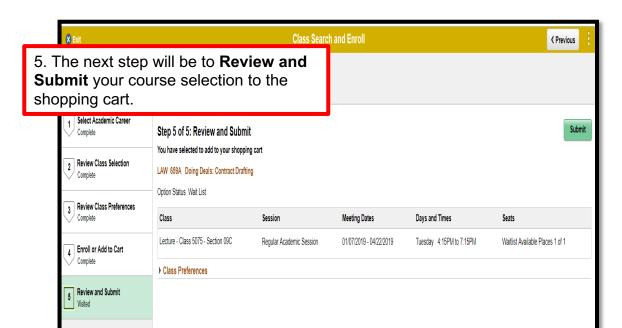**6. The final step will be to select YES to submitting the course selection to the shopping cart.**

...n and Enroll   ‹ Previous

1 Select Academic Career — Complete	
2 Review Class Selection — Complete	**Step 5 of 5: Review and Submit** Submit
3 Review Class Preferences — Complete	You have selected to add to your shopping cart
4 Enroll or Add to Cart — Complete	LAW 669A Doing Deals: Contract Drafting
5 Review and Submit — Visited	Option Status Wait List

Are you sure you want to submit?

Yes   No

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▸ Class Preferences

ENROLL FROM SHOPPING CART

Student Announcements

See

Once you are ready to enroll in classes, click on the **Course Planning and Enrollment** tile.

Immunization Enrollment Hold

!

Click for Details

Pending Cancellation Alert

WARNING

Class Schedule to be Cancelled for Non-Payment

click here for more info

Tasks

No current tasks

Communications

Course Planning and Enrollment

Univ Course Atlas

Graduation and Commencement

Academic Records

Academic Progress

Advising

GER/GEP Search

Emory Links

Financial Account

Financial Aid

View My Classes

Class Search and Enroll

Shopping Cart

Drop/Swap/Update Classes

University Course Atlas

Laney Graduate School

Browse Course Catalog

Planner

Enrollment Dates

Exam Schedule

Undergraduate Business Bidding

Enroll   **Delete**   **Validate**

Your Shopping Cart

Select	Availability	Class	Description	Session	Days and Times	Room	Instructor	Units	Seats	Preferences
☐	Open	Lecture – 1867 – 6		Regular Academic Session	Monday Wednesday Friday 5:00PM to 5:50PM			3.00	Open Seats 13 of 38	Change Preferences

From your shopping cart you can choose to enroll, delete, or validate the classes you have added.

<u>To enroll in a course(s) from the shopping cart:</u>
1. Click on the SELECT radio box and click on the ENROLL button.
2. You will receive a prompt asking "Are you sure you want to enroll?", select YES.
3. A message will generate after the transaction has processed alerting you to whether or not your request was successfully processed. *If you receive an error message, pay attention to what it says and attempt to resolve whatever the issue may be so you can continue enrolling in the course.*

- ***NOTE****: If you have several classes in your shopping cart, but one or two are of your utmost priority, then **<u>only</u>** select those courses when trying to enroll at the time of your appointment. This will prevent the system from trying to cycle through all of the courses and potentially causing you to lose a seat. Once that transaction has processed through, repeat steps 1-3 to process the other courses in your shopping cart.*
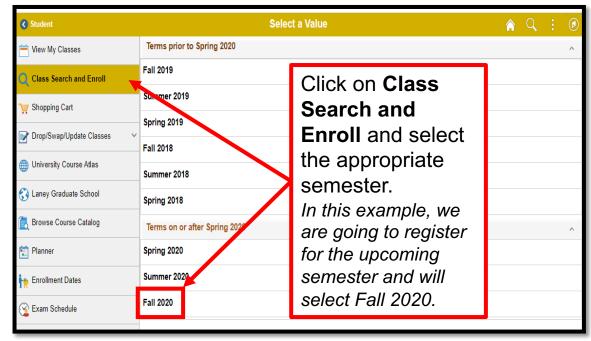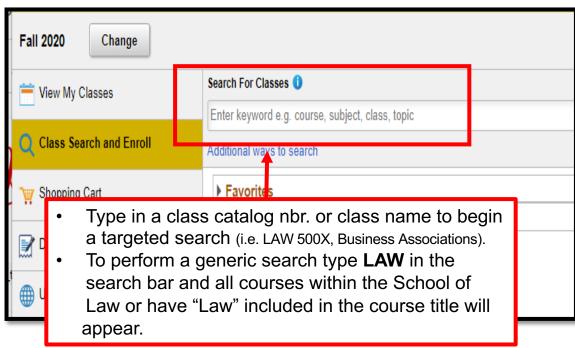
DIRECTLY ENROLL IN CLASSES

Student Announcements	Immunization Enrollment Hold	Pending Cancellation Alert
See	Click for Details	**WARNING** Class Schedule to be Cancelled for Non-Payment — click here for more info

Once you are ready to enroll in classes, click on the **Course Planning and Enrollment** tile.

Check if there are any alerts needing urgent attention (i.e. immunization hold, financial hold, etc.).
You will not be able to register for classes if a financial hold has been placed on the account. Contact the Student Financials Office immediately.

Tasks	Communications	Course Planning and Enrollment	
No current tasks			

Univ Course Atlas	Graduation and Commencement	Academic Records	Academic Progress
			Advising

GER/GEP Search	Emory Links	Financial Account	Financial Aid

Panel 1 (top left)

View My Classes
Class Search and Enroll
Shopping Cart
Drop/Swap/Update Classes
University Course Atlas
Laney Graduate School
Browse Course Catalog
Planner
Enrollment Dates
Exam Schedule

Terms prior to Spring 2020

Fall 2019
Summer 2019
Spring 2019
Fall 2018
Summer 2018
Spring 2018

Terms on or after Spring 2020

Spring 2020
Summer 2020
Fall 2020

Click on **Class Search and Enroll** and select the appropriate semester.
In this example, we are going to register for the upcoming semester and will select Fall 2020.

Panel 2 (bottom left)

Fall 2020 [Change]

View My Classes
Class Search and Enroll
Shopping Cart

Search For Classes ⓘ

Enter keyword e.g. course, subject, class, topic

Additional ways to search

▸ Favorites

- Type in a class catalog nbr. or class name to begin a targeted search (i.e. LAW 500X, Business Associations).
- To perform a generic search type **LAW** in the search bar and all courses within the School of Law or have "Law" included in the course title will appear.

Panel 3 (right)

Class Status
Open Classes Only
Wait List Classes Only
Closed Classes Only

Course Career
Graduate Nursing
Law
Medicine
Undergraduate Emory College
Undergraduate Oxford

▸ **Subject**

Class Meeting Days
Mon Wed
Tue Thu
Wed Fri
Mon Wed Fri
Tue Thu Fri
Monday
Tuesday
Wednesday
Thursday
Friday

Class Start Times
No Start Time/Non-Standard
Start 8am - 10pm
Start 10am - 1pm
Start 1pm - 3pm

View Search R
50 courses displaye
Search results ha

ANT 391
Law, Discipline, a
1 Class Option Ava

DSC_OX 101Q
Discovery Seminar
33 Class Options A

1 Class Option Ava

LAW 505
Civil Procedure
3 Class Options A

LAW 510
Legislation/Regula
3 Class Options A

LAW 520
Contracts

If opting for a generic search, additional filters will appear on the left side margin to help narrow down the results. Click on the course once you have determined you would like to review it further.

1. Click on the course or section of the course you are attempting to enroll in.

LAW 500X

▼ Course Information

Units	3.00
Grading	Student Option
Components	Lecture
Course Career	Law

▼ Class Selection

Select a class option ⓘ   Selected Filters 2 options

Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Open	Regular Academic Session	Lecture - Class 4521 - Section 001	08/17/2020 - 11/23/2020	Monday Wednesday 2:15PM to 3:45PM	Gambrell Hall - 1E	Audra Savage	Open Seats 85 of 85
2	Open	Regular Academic Session	Lecture - Class 4576 - Section 002	08/17/2020 - 11/23/2020	Tuesday Thursday 9:00AM to 10:30AM	Gambrell Hall - 1E	Richard D Freer	Open Seats 90 of 90

Sidebar:
- View My Classes
- Shopping Cart
- Drop/Swap/Update Classes
- University Course Atlas
- Laney Graduate School
- Browse Course Catalog
- Planner
- Enrollment Dates
- Exam Schedule

---

3. Review the course preferences and make any changes as desired, if applicable. Proceed by clicking ACCEPT.

Class Search and Enroll   ‹ Previous

Accept

Step 3 of 5: Review Class Preferences

LAW 500X Business Associations

Lecture - Class 4046 - Section 002 - Wait List

Permission Number ⓘ

[   ]

Grading Basis

[Graded   ▼]

Sidebar:
- Review Class Selection — Complete
- 3 Review Class Preferences — In Progress
- 4 Enroll or Add to Cart — Not Started
- 5 Review and Submit — Not Started

---

2. Review the class selection, and if satisfied, click NEXT in the top right hand corner.

⊗ Exit   Class Search and Enroll   ‹ Previous   Next ›

Step 2 of 5: Review Class Selection

You have selected

LAW 500X Business Associations

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

Sidebar:
- 1 Select Academic Career — Complete
- 2 Review Class Selection — Visited
- 3 Review Class Preferences — Not Started
- 4 Enroll or Add to Cart — Not Started
- 5 Review and Submit — Not Started

---

4. Select Enroll. Proceed by clicking NEXT.

⊗ Exit   Class Search and Enroll   ‹ Previous   Next ›

Step 4 of 5: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?

◉ Enroll
○ Add to Shopping Cart

Sidebar:
- 1 Select Academic Career — Complete
- 2 Review Class Selection — Complete
- 3 Review Class Preferences — Complete
- 4 Enroll or Add to Cart — Visited
- 5 Review and Submit — Not Started

COURSE DETAILS

LAW 821

SEM: Corporate Governance

★ Add to favorite courses

▼ Course Information

Units	3.00
Grading	Graded
Components	Seminar
Course Career	Law

▼ Class Selection

Select a class option ⓘ

Option	Status	Session	Class
1	Open	Regular Academic Session	Seminar - Class 4810 - Section 001

When selecting a course, it is recommended that you take a moment to view the "Course Information" drop down section.

This will tell you the grading basis of the course, the credit hour value, and course component.

Additional information—enrollment requirements, class notes, permission required, etc.—can be found if clicking on the hyperlink located under the CLASS column. *It is important for you to review this information prior to registering for the course to save yourself headache and hassle when you cannot enroll in the course and lose a spot in another course.*

Meeting Information	Enrollment Information	Class Details	Class Availability

LAW 821 SEM: Corporate Governance
Seminar - Class 4810 - Section 001   Status : Open

No Enrollment Requirements

No Class Notes

Add Consent	Department Consent Required

5. The next step will be to **Review and Submit** your course selection to add to your schedule.

Step 5 of 5: Review and Submit

1 Select Academic Career — Complete
2 Review Class Selection — Complete
3 Review Class Preferences — Complete
4 Enroll or Add to Cart — Complete
5 Review and Submit — Visited

Submit

You have selected to add to your shopping cart

LAW 669A Doing Deals: Contract Drafting

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▶ Class Preferences

6. The final step will be to select **YES** to submitting the course selection to add to your schedule.

Step 5 of 5: Review and Submit

1 Select Academic Career — Complete
2 Review Class Selection — Complete
3 Review Class Preferences — Complete
4 Enroll or Add to Cart — Complete
5 Review and Submit — Visited

Submit

You have selected to add to your shopping cart

LAW 669A Doing Deals: Contract Drafting

Option Status Wait List

Are you sure you want to submit?

Yes   No

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▶ Class Preferences

7. A confirmation message will show if adding the course to your schedule was successful.

If you receive an error message, pay attention to what it says and attempt to resolve whatever the issue may be so you can continue enrolling in the course.

You are required to take this requirement designation for this class. The requirement designation option has been set to yes. You have already taken this class. You have now exceeded the repeatable limit for this class. Verify that this class will apply toward your course of study.

🔍 Class Search and Enroll

🔍 Return to Class Search Results

↩ Return to Keyword Search Page

🛒 Shopping Cart

📝 Drop/Swap/Update Classes ⌄

🌐 Course Atlas ⌄

📖 Browse Course Catalog

📅 Planner

📈 Enroll by My Requirements
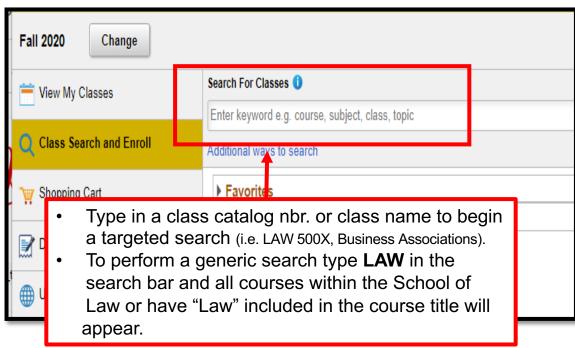
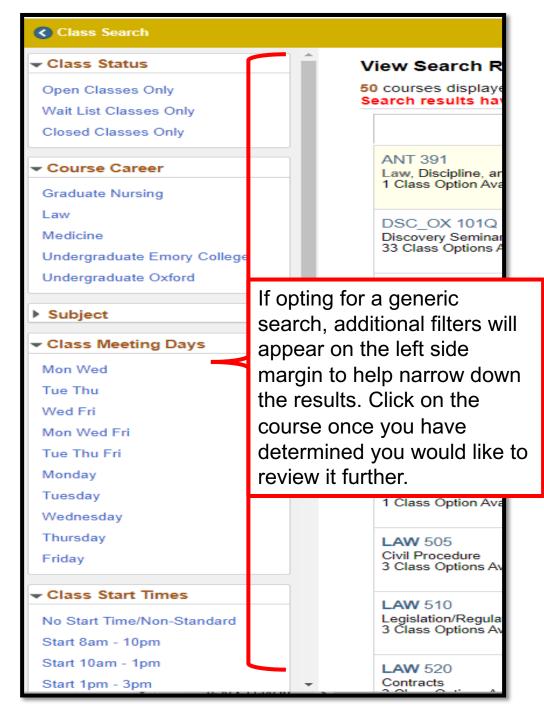🧍 Enrollment Dates

🕐 Exam Schedule

<u>How it works</u>

1. Once all available seats in a class have been filled, OPUS will automatically begin collecting names on a wait list. The wait list will not be available until <u>all</u> open seats in a class have been filled. When a wait listed class has reached its capacity, the wait list feature becomes unavailable and the class will be closed until further notice.

2. The wait list process job will run every 15 minutes through the course of the day during the open enrollment period. When a seat becomes available in a class with an active wait list, the auto-enroll process will evaluate each student on the wait list in sequential order. (e.g. The student with wait list position number 1 will be evaluated first, student with wait list position number 2 will be evaluated second, and so on.)

    a. When auto-enroll evaluates a student for an available seat in a wait listed class and it is found to have enrollment errors (e.g. a time conflict, any hold type on account, exceeding 16 credit hours, etc.) then the system will notify the student that it was unable to enroll in the course and the reason why. The system will then begin to evaluate the next student in the wait list order.

    b. Time conflicts for a class are NOT checked when a student is added to a wait list. The time conflict will only be checked when auto-enroll attempts to move the student from wait list to enrollment. *It is your responsibility to confirm that any course you are wait listing for does not have a time conflict with an existing course on your schedule since the system will not automatically verify your courses.*

    c. When placing yourself on a class wait list, and you are nearing/already enrolled in 16 credit hours or are attempting to register in a different section of the same course, then you must use the SWAP→ Drop if Enrolled feature. This feature allows you to select a class to drop should you be eligible to move from the wait list into the other class. Failure to make such a designation at the time you are registering on to a waitlist will result in you being skipped over and the system moving on to the next eligible student. If you do not do this from the beginning, then the only way to fix it will be to either drop the enrolled course or drop your wait position and start again. Your original wait list position will <u>not</u> be honored.

    d. The <u>only</u> time the course will open for enrollment for anyone <u>not</u> on a wait list is if the wait list has already processed in full and more seats have become available <u>or</u> no students on the wait list are eligible to be placed into the course.

Things to know

1. You will be receiving **A LOT** of emails relating to your status on each wait list you have placed yourself on. These emails will be coming from the University Registrar (registr@emory.edu) email address. It is recommended you check <u>all</u> email folders (e.g. inbox, junk, trash, etc.) to monitor these communications. These communications CANNOT be turned off so asking any staff/administrator to do anything about it will be futile. The emails will be comprised of the following messages:
    a. Welcome to the WL communication – sent nightly
    b. You were not added to the WL communication – student will receive an email **every time** the process attempts to add them to a course but encounters an error (time conflict, pre-req not met, not registered for a co-req, hold on account, etc.). The Auto Enroll process runs every 15 min., so the student will receive a communication every 15 min. until they are either moved into the course or removed from the WL.
    c. You were successfully added to the WL communication – sent nightly when you are successfully enrolled into the class.

Left panel (first screenshot):

- View My Classes
- Class Search and Enroll
- Shopping Cart
- Drop/Swap/Update Classes
- University Course Atlas
- Laney Graduate School
- Browse Course Catalog
- Planner
- Enrollment Dates
- Exam Schedule

Terms prior to Spring 2020

Fall 2019
Summer 2019
Spring 2019
Fall 2018
Summer 2018
Spring 2018

Terms on or after Spring 2020

Spring 2020
Summer 2020
Fall 2020

Click on **Class Search and Enroll** and select the appropriate semester.
In this example, we are going to register for the upcoming semester and will select Fall 2020.

Second screenshot (Fall 2020):

Fall 2020 [Change]

- View My Classes
- Class Search and Enroll
- Shopping Cart

Search For Classes ⓘ

Enter keyword e.g. course, subject, class, topic

Additional ways to search

▶ Favorites

- Type in a class catalog nbr. or class name to begin a targeted search (i.e. LAW 500X, Business Associations).
- To perform a generic search type **LAW** in the search bar and all courses within the School of Law or have "Law" included in the course title will appear.

Third screenshot (Class Search):

Class Search

▼ **Class Status**

Open Classes Only
Wait List Classes Only
Closed Classes Only

▼ **Course Career**

Graduate Nursing
Law
Medicine
Undergraduate Emory College
Undergraduate Oxford

▶ **Subject**

▼ **Class Meeting Days**

Mon Wed
Tue Thu
Wed Fri
Mon Wed Fri
Tue Thu Fri
Monday
Tuesday
Wednesday
Thursday
Friday

▼ **Class Start Times**

No Start Time/Non-Standard
Start 8am - 10pm
Start 10am - 1pm
Start 1pm - 3pm

View Search R

50 courses displaye
Search results ha

ANT 391
Law, Discipline, an
1 Class Option Ava

DSC_OX 101Q
Discovery Seminar
33 Class Options A

1 Class Option Ava

LAW 505
Civil Procedure
3 Class Options Av

LAW 510
Legislation/Regula
3 Class Options Av

LAW 520
Contracts

If opting for a generic search, additional filters will appear on the left side margin to help narrow down the results. Click on the course once you have determined you would like to review it further.

1. Click on the course or section of the course you are attempting to enroll in. The status of the class is "WAITLIST" meaning there are no open seats to enroll into. You can view how many wait list seats are available by viewing the SEATS. *Click on the course row to proceed to the next step.*

Shopping Cart

Course Information

Class Selection

Drop/Swap/Update Classes

Select a class option (i)

Selected Filters 1 option

Course Atlas

Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Wait List	Regular Academic Session	Lecture - Class 4046 - Section 002	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Gambrell Hall - 1D	Robert Saudek	Waitlist Available Places 4 of 5

Browse Course Catalog

Planner

---

3. Review the course preferences and click the button to change to **YES** if you would like to place yourself on the class wait list. *This button will be absent if a wait list does not exist for the class.* Proceed by clicking ACCEPT.

Previous

Accept

Complete

2 Review Class Selection
Complete

Step 3 of 5: Review Class Preferences

LAW 500X Business Associations

Lecture - Class 4046 - Section 002 - Wait List

3 Review Class Preferences
In Progress

Add to waitlist if class is full? (i)   No   Yes

Permission Number (i)

4 Enroll or Add to Cart
Not Started

Grading Basis

5 Review and Submit
Not Started

Graded

Select drop down arrow to change grading basis here (if available).

---

2. Review the class selection, and if satisfied, click NEXT in the top right hand corner.

Class Search and Enroll

Previous   Next

1 Select Academic Career
Complete

Step 2 of 5: Review Class Selection

You have selected

LAW 500X Business Associations

2 Review Class Selection
Visited

Option Status Wait List

3 Review Class Preferences
Not Started

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

4 Enroll or Add to Cart
Not Started

5 Review and Submit
Not Started

---

4. Select **Enroll**. Proceed by clicking NEXT.

Class Search and Enroll

Previous   Next

Emory University

1 Select Academic Career
Complete

Step 4 of 5: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?

2 Review Class Selection
Complete

○ Enroll

3 Review Class Preferences
Complete

○ Add to Shopping Cart

4 Enroll or Add to Cart
Visited

5 Review and Submit
Not Started

COURSE DETAILS

LAW 821

SEM: Corporate Governance

★ Add to favorite courses

▾ Course Information

Units	3.00
Grading	Graded
Components	Seminar
Course Career	Law

▾ Class Selection

Select a class option ⓘ

Option	Status	Session	Class
1	Open	Regular Academic Session	Seminar - Class 4810 - Section 001

Meeting Information	**Enrollment Information**	Class Details	Class Availability

LAW 821 SEM: Corporate Governance
Seminar - Class 4810 - Section 001   **Status : Open**

No Enrollment Requirements

No Class Notes

Add Consent   Department Consent Required

When selecting a course, it is recommended that you take a moment to view the "Course Information" drop down section.

This will tell you the grading basis of the course, the credit hour value, and course component.

Additional information—enrollment requirements, class notes, permission required, etc.—can be found if clicking on the hyperlink located under the CLASS column. *It is important for you to review this information prior to registering for the course to save yourself headache and hassle when you cannot enroll in the course and lose a spot in another course.*

5. The next step will be to Review and Submit your course selection to add yourself to the waitlist.

1 Select Academic Career — Complete
2 Review Class Selection — Complete
3 Review Class Preferences — Complete
4 Enroll or Add to Cart — Complete
5 Review and Submit — Visited

Step 5 of 5: Review and Submit

You have selected to add to your shopping cart

LAW 669A Doing Deals: Contract Drafting

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▸ Class Preferences

[Submit]

---

7. A confirmation message will show if adding yourself to the waitlist was successful.

**If you receive an error message, pay attention to what it says and attempt to resolve whatever the issue may be so you can continue enrolling in the course.

You are required to take this requirement designation for this class. The requirement designation option has been set to yes. You have already taken this class. You have now exceeded the repeatable limit for this class. Verify that this class will apply toward your course of study.

🔍 Class Search and Enroll
🛒 Shopping Cart
📝 Drop/Swap/Update Classes
🌐 Course Atlas
📅 Planner
📖 Browse Course Catalog
📈 Enroll by My Requirements
🧍 Enrollment Dates
🕐 Exam Schedule

🔍 Return to Class Search Results
↩ Return to Keyword Search Page

---

6. The final step will be to select YES to submitting the course selection to add yourself to the waitlist.

1 Select Academic Career — Complete
2 Review Class Selection — Complete
3 Review Class Preferences — Complete
4 Enroll or Add to Cart — Complete
5 Review and Submit — Visited

Step 5 of 5: Review and Submit

You have selected to add to your shopping cart

LAW 669A Doing Deals: Contract Drafting

Option Status Wait List

Are you sure you want to submit?

[Yes] [No]

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 5075 - Section 09C	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday 4:15PM to 7:15PM	Waitlist Available Places 1 of 1

▸ Class Preferences

[Submit]

Waitlist SWAP→ Drop if Enrolled

DO NOT ADD YOURSELF TO THE CLASS WAITLIST BEFORE EXECUTING THIS PROCESS.
If you have already waitlisted yourself into the course before executing the "swap" process then you will have to remove yourself from the waitlisted course—losing your wait listed position—and re-enroll on the wait list.
You will <u>not</u> be given your original wait list position back.

If there is a course you would prefer being enrolled in more than a course currently enrolled on your schedule, then you **must start** with the DROP/SWAP/UPDATE process.

1. Click on the course or section of the course you are attempting to enroll in. The status of the class is "WAITLIST" meaning there are no open seats to enroll into. You can view how many wait list seats are available by viewing the SEATS. *Click on the course row to proceed to the next step.*

Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Wait List	Regular Academic Session	Lecture - Class 4046 - Section 002	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Gambrell Hall - 1D	Robert Saudek	Waitlist Available Places 4 of 5

3. Review the course preferences and click the button to change to **YES** if you would like to place yourself on the class wait list. *This button will be absent if a wait list does not exist for the class.* Proceed by clicking ACCEPT.

Step 3 of 5: Review Class Preferences

LAW 500X Business Associations

Lecture - Class 4046 - Section 002 - Wait List

Add to waitlist if class is full? No | Yes

Permission Number

Grading Basis
Graded

Select drop down arrow to change grading basis here (if available).

2. Review the class selection, and if satisfied, click NEXT in the top right hand corner.

Step 2 of 5: Review Class Selection

You have selected

LAW 500X Business Associations

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

1 Select Academic Career — Complete
2 Review Class Selection — Visited
3 Review Class Preferences — Not Started
4 Enroll or Add to Cart — Not Started
5 Review and Submit — Not Started

4. Select **Enroll**. Proceed by clicking NEXT.

Step 4 of 5: Enroll or Add to Cart

Do you wish to enroll or add the class to your Shopping Cart?

○ Enroll
○ Add to Shopping Cart

1 Select Academic Career — Complete
2 Review Class Selection — Complete
3 Review Class Preferences — Complete
4 Enroll or Add to Cart — Visited
5 Review and Submit — Not Started

COURSE DETAILS

LAW 821

SEM: Corporate Governance

★ Add to favorite courses

▼ Course Information

Units	3.00
Grading	Graded
Components	Seminar
Course Career	Law

▼ Class Selection

Select a class option ⓘ

Option	Status	Session	Class
1	Open	Regular Academic Session	Seminar - Class 4810 - Section 001

When selecting a course, it is recommended that you take a moment to view the "Course Information" drop down section.

This will tell you the grading basis of the course, the credit hour value, and course component.

Additional information—enrollment requirements, class notes, permission required, etc.—can be found if clicking on the hyperlink located under the CLASS column. *It is important for you to review this information prior to registering for the course to save yourself headache and hassle when you cannot enroll in the course and lose a spot in another course.*

Meeting Information	**Enrollment Information**	Class Details	Class Availability

LAW 821 SEM: Corporate Governance
Seminar - Class 4810 - Section 001   Status : Open

No Enrollment Requirements

No Class Notes

Add Consent	Department Consent Required

1. When initiating this process, you will select a class from your schedule that you are <u>actually</u> enrolled in. You can either conduct a class search for the course you wish to swap out or specify the 4-digit class number. (*You cannot swap a wait listed course for another wait listed course.*)

Swap This Class

Select from your schedule

LAW 659A: Doing Deals: Contract Drafting ▼

With This Class

Search for Classes

Class Search ▼

Or

Enter Class Number

4046

---

2. Click on the class row to proceed.

▶ Course Information
▼ Class Selection

Select a class option ⓘ   Selected Filters 1 option

Option	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Wait List	Regular Academic Session	Lecture - Class 4046 - Section 002	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Gambrell Hall - 1D	Robert Saudek	Waitlist Available Places 4 of 5

---

3. Review course selection and click NEXT.

2 Class Preferences
   Not Started

3 Confirm Class Swap
   Not Started

LAW 500X Business Associations

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

---

3. Review the course preferences and click the button to change to **YES** if you would like to place yourself on the class wait list. *This button will be absent if a wait list does not exist for the class.* Proceed by clicking ACCEPT.

‹ Previous

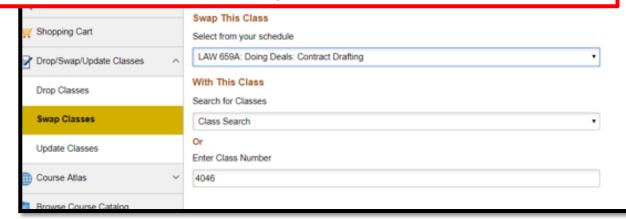Emory University   Accept

1 Review Class Selection
   Complete

2 Class Preferences
   In Progress

3 Confirm Class Swap
   Not Started

Step 2 of 3: Class Preferences

LAW 500X Business Associations

Lecture - Class 4046 - Section 002 - Wait List

Add to waitlist if class is full? ⓘ   No   **Yes**

Permission Number ⓘ

Grading Basis

Graded

Select drop down arrow to change grading basis here (if available).

---

4. Review the class swap selections. Proceed with the transaction by clicking SUBMIT. *Once you designate a course to swap, the transaction cannot be reversed.*

‹ Previous

1 Review Class Selection
   Complete

2 Class Preferences
   Complete

3 Confirm Class Swap
   Visited

Step 3 of 3: Confirm Class Swap

You are replacing this Class

LAW 659A Doing Deals: Contract Drafting

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 3983 - Section 04A	Regular Academic Session	01/07/2019 - 04/22/2019	Wednesday 9:00AM to 12:00PM	Open Seats 2 of 7

With this Class

LAW 500X Business Associations

Option Status Wait List

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - Class 4046 - Section 002	Regular Academic Session	01/07/2019 - 04/22/2019	Tuesday Thursday 2:30PM to 4:00PM	Waitlist Available Places 4 of 5

▶ Class Preferences

Submit

Confirmation

✔ Swap LAW 659A - Doing Deals: Contract Drafting with LAW 500X - Business Associations

Class 4046 is full. You have been placed on the wait list in position number 1.

Review your wait listed position in the swapped course.

Student — View My Classes

Spring 2019

You can further review the edits to your schedule in VIEW MY CLASSES.

Despite the processed swap, you will remain enrolled in the original course until such a time that you are able to be enrolled in the other course should the wait list permit it.

- Drop/Swap/Update Classes
  - Drop Classes
  - Swap Classes
  - Update Classes
- Course Atlas
- Browse Course Catalog
- Planner
- Enrollment Dates
- Exam Schedule

▼ LAW 659A Doing Deals: Contract Drafting

Status	Units	Grading Basis	Grade	Academic Program	Requirement Designation
Enrolled	3.00	Graded		Doctor of Law	

Class	Start/End Dates	Days and Times	Room
Lecture - Class 3983 - Section 04A	01/07/2019 - 04/22/2019	Days: Wednesday Times: 9:00AM to 12:00PM	Gambrell Hall - 5K

Enrollment Deadlines

▼ LAW 500X Business Associations

Status	Waitlist Position	Units	Grading Basis	Grade	Academic Program	Requirement Designation
Waiting	1	3.00	Graded		Doctor of Law	

Class	Start/End Dates	Days and Times	Room
Lecture - Class 4046 - Section 002	01/07/2019 - 04/22/2019	Days: Tuesday Thursday Times: 2:30PM to 4:00PM	Gambrell Hall - 1D

Enrollment Deadlines