SUMMER AND FALL REGISTRATION TO DO LIST

✓	DATE	TERM	TO DO
	3/28 - 4/3	SUM	► Check the Summer Schedule on the Law Student Services web page. Finalize your schedule choices. Have a few back-up schedules prepared. ►6 units is considered full time in summer. 8 units is the limit. You need 3 units in order to qualify for summer financial aid. ► Read through the Pink Book for advice and information on course selection. ► Make sure you can access eCampus. To use eCampus, go to https://scu.edu/login/ and click on "eCampus Login". You will need your Campus login and password. Your login is the capital letter "W" and the last seven digits of your student ID number. If you can't remember your password, click on the "Forgot my Password" link on the eCampus main page ► Check eCampus to ensure that you don't have any holds on your records. The system **will not let you register** if you have holds. ► Log on to eCampus and find your appointment day and time. You can also start putting classes into your shopping cart. ►Directed Study students should contact the Office of Academic and Bar Success for course enrollment advice.
	4/4 – 4/8	SUM	► Log on to eCampus on your appointment day and time and register for classes. The system will not let you register until your appointment time. ►Register for Classes. A few notes: 1. An eCampus Student Center Information Guide is available at: https://www.scu.edu/technology/get-connected/ecampus/students/ 2. Make sure you verify your schedule once you are finished registering. *Make sure you registered for the classes you think you did!* It is very important to "View your Schedule" each time you add or change your schedule to confirm that your registration transaction was completed accurately. 3. **Please do not use the Swap Class feature.** 4. Wait List: When you determine that a class is full, click on the "Wait List" option and follow the prompts. 5. Problems: If you have difficulty using the registration application or need help obtaining a full schedule, contact Law Student Services at lawstudentservices@scu.edu or call (408) 554-4766.
	5/30 – 6/5	FALL	► Check the Fall Schedule on the Law Student Services web page. Finalize your schedule choices. Have a few back-up schedules prepared. ► Read through the Pink Book for advice and information on course selection. ► Make sure you can access eCampus. To use eCampus, go to https://scu.edu/login/ and click on "eCampus Login". You will need your Campus login and password. Your login is the capital letter "W" and the last seven digits of your student ID number. If you can't remember your password, click on the "Forgot my Password" link on the eCampus main page ► Check eCampus to ensure that you don't have any holds on your records. The system **will not let you register** if you have holds. ► Log on to eCampus and find your appointment day and time. You will have 2 appointments; the first will only allow you to register for 6 units. You may register for the remaining units during the second appointment. You can also start putting classes into your shopping cart. ► Directed Study students should contact the Office of Academic and Bar Success for course enrollment advice.
	6/6 – 6/10	FALL	► Log on to eCampus on your appointment day and time and register for classes. The system will not let you register until your appointment time. An eCampus Student Center Information Guide is available at: https://www.scu.edu/technology/get-connected/ecampus/students/ ► Problems: If you are having difficulty using the registration application or need help obtaining a full schedule, contact Law Student Services at 408/554-4766 for assistance between 8 a.m. and 5 p.m. After hours, leave a message or e-mail lawstudentservices@scu.edu ► Full time students must be registered for 12 - 17 units. Part time students must be registered for 8 - 11 units.
	5/24	SUM	►Registration from the wait list begins. If you are on a wait list, check the list

			daily beginning May 25th. Wait lists are posted on the bulletin board outside the Law Student Services Office and on Emery. Those students listed as "Eligible to Enroll" will need to add the class by the deadline listed on the wait list. **Students who do not add by the deadline will be dropped from the list** and the next group of students will become eligible. To register from the wait list, students must add the class on Ecampus by 11:59 p.m. on the date indicated.
5/21	SUM		► To avoid a $100 late payment fee, your **payment must be made** on or before this date. To see your account balance and pay your bill, go to E-Pay through the eCampus system. After this date, **a hold will be placed** on your records which will prevent the release of transcripts and diplomas, and prevent registration and may prevent other services. You will not be able to register for classes from the wait list and will lose your seat to the next person.
5/31 – 6/6	SUM		►School starts. Add/Drops allowed through Monday June 6th. To add and drop classes, use the Ecampus system. Registration from the wait list continues all week. Follow the directions above.
7/21	FALL		To avoid a $100 late payment fee, your **payment must be made** on or before this date. To see your account balance and pay your bill, go to E-Pay through the eCampus system. After this date, **a hold will be placed** on your records which will prevent the release of transcripts and diplomas, and prevent registration and may prevent other services. You will not be able to register for classes from the wait list and will lose your seat to the next person.
8/8 – 8/12	FALL		If you are on a wait list, check the list **daily** beginning August 8th. Wait lists are posted on the bulletin board outside the Law Student Services Office and on Emery. Those students listed as eligible to enroll will need to add the class by the deadline listed on the wait list. **Students who do not add by the deadline will be dropped from the list** and the next group of students will become eligible. To register from the wait list, students must add the class on Ecampus by 11:59 p.m. on the date indicated.
8/15	FALL		School starts. Registration from the wait list continues all week. Follow the directions above. Add/Drops allowed through Friday. To add and drop classes, use the Ecampus system. NOTE: SATURDAY CLASSES START THE 13th!
8/19	FALL		Any seats remaining in wait listed classes will be opened at 8:30 am. These seats are available on a first-come, first-served basis through eCampus. The wait list no longer applies after this date.