

**IIT Chicago-Kent
College of Law**



ILLINOIS INSTITUTE OF TECHNOLOGY

FALL 2022
REGISTRATION BULLETIN

Schedule of Classes
Registration Instructions
Academic Regulations

May 18, 2022

FALL 2022 REGISTRATION

REGISTRATION INSTRUCTIONS

BEFORE YOU REGISTER

Immunization Hold

If you have an Immunization Hold, contact the Student Health and Wellness Center on Main Campus at - 312/567-7550 or student.health@iit.edu and make arrangements to submit your medical records to have the hold released.

Outstanding Balance

If you are indebted to the university, you will have a financial hold preventing you from registering. Before you can register, you must clear the financial hold by clearing your account balance. If you are uncertain whether you have an outstanding balance, check your account status by visiting <https://my.iit.edu> and clicking on the Manage My Account icon. If you need assistance, contact the Student Accounting Office at sa@iit.edu or 312/567-3794.

2. SELECTING YOUR COURSES

Using the schedule of classes in this Bulletin, decide which courses you would like to take. Because of enrollment limits, some of your choices of courses or sections may be closed when your registration requests are processed after then end of the initial registration period. If you are not admitted into one or more of the courses you select, you may add additional courses or change your schedule in other ways when the add/drop period starts (see page 3). We do not maintain waiting lists for most courses.

Graduation Checklist

The following courses must be completed to earn the J.D. Students must also earn 87 credit hours, and maintain a cumulative grade point average of 2.300, to earn the J.D.

- Torts
- Criminal Lw

- Contracts
- Property
- Civil Procedure
- Legislation
- Constitutional Law
- Professional Development & Identity (for entrants in Fall 2021 and later)
- Professional Responsibility
- Legal Writing 1
- Legal Writing 2
- Legal Writing 3
- Legal Writing 4
- One seminar
- Six credits of experiential courses (for students starting Summer 2016 or later)
- Bar Exam Strategies (final year; mandatory for students in bottom 25% of class)

Sequence of courses: Certain required courses must be taken in a designated sequence, depending on the student's division. *Second-year Day students (full-time)* must register in the Fall for Constitutional Law and Legal Writing 3 (unless they qualify for a Legal Writing 3 (unless they qualify for a Legal Writing 3 (unless they qualify for a Legal Writing 4 Equivalency Class; see below) and for Legislation, if they did not take it in Spring 2022. You will take Legal Writing 4 in the Spring.

Second-year Day students (part-time) must register in the Fall for Constitutional Law and Legal Writing 3 (unless they qualify for a Legal Writing 4 Equivalency Class; see below), and for a section of Contracts. You will take Legal Writing 4 and Legislation in the Spring.

Second-year Evening students must register for Civil Procedure and Legislation in the Fall. You will take Constitutional Law and Professional Development & Identity in the Spring. In addition, *Upper-level Evening students* are required to take Legal Writing 3 and Legal Writing 4 (or a Legal Writing 4 Equivalency Class; see below) during their second and third years. Legal Writing 3 is *not* a prerequisite for taking Legal Writing 4; the courses may be taken in either order. See the final schedule of classes for more information on registering for these classes.

Professional Responsibility: The following courses satisfy the Professional Responsibility graduation requirement: Professional Responsibility, Ethics and Advocacy, Practice and Professionalism, and Professional Responsibility: Business Ethics. You may satisfy the Professional Responsibility requirement at any time after your first year.

Experiential course requirement: In addition to the required courses listed above, students must complete a total of six credits from [an approved list of experiential courses](#). Most students will already satisfy four of these credits through the required sequence of Legal Writing 3 and Legal Writing 4. However, students who opt for the Legal Writing 4 Equivalency Class (see below) should consult the list of approved courses to determine whether the qualifying activity counts toward the experiential requirement. Law Review does not count toward the requirement.

64-Credit classroom course requirement: At least 64 of the 87 credits required for graduation must be in courses that require attendance in regularly scheduled classroom sessions or direct faculty instruction. Clinical coursework counts toward the 64-credit requirement, but externships, extracurricular activities (including credits earned for participation in a law journal, moot court competitions, trial advocacy competitions, or as a Teaching Assistant), and courses taken in another academic unit (e.g., the Stuart School of Business) do not count toward the 64 credits.

Legal Writing 4 Equivalency Classes: Students who are on Law Review in the Fall, or who take Appellate Advocacy (Moot Court Honor Society), Pretrial Litigation, Criminal Litigation 1, or who are doing Judicial Externships, may satisfy the Legal Writing 4 requirement *either* by taking a regular Legal Writing 4 class next Spring, *or* by taking Legal Writing 4 Equivalency in the Fall (see page 2 of the Schedule of Classes). If you take Legal Writing 4 Equivalency in the Fall, you may take Legal Writing 3 in either the Fall or the Spring.

Seminar requirement: In order to satisfy the seminar requirement, you must have completed at least 54 hours of credit *and* Legal Writing 4 prior to beginning the seminar. You *may* take a seminar before you have earned 54 hours, but it will not satisfy the seminar graduation requirement. *Note:* You may also satisfy the seminar requirement through Independent Re-

search in Lieu of Seminar; contact Dean Sowle for details.

Bar Exam Strategies: Students who are in the bottom 25% of their class at the end of their second year (for full-time students) or their third year (for part-time students) are required to take Bar Exam Strategies in their final year. Fall 2022 graduates should take the course in the Fall; Spring 2023 graduates will take the course next Spring. Other students in their final year may take it if they wish, but are not required to do so. Students in the bottom 25% of their class may petition our Director of Bar Success, Erin Crist (ecrist@kentlaw.iit.edu), for an exemption from taking the class. The class will be taught asynchronously by Bar-Bri instructors, with oversight by Prof. Crist. It will cover Civil Procedure, Contracts, Evidence, and Property as tested on the bar exam. It will cover both substantive rules and skills instruction for the written and multiple choice portions of the bar exam. The course will be letter-graded.

Prerequisites

Course prerequisites that are listed on the schedule of classes must be completed prior to registering for a course. The instructor may waive a prerequisite with the approval of Dean Sowle.

Credit Hour Limitations

Upper-level Full-time Day Division students must take at least 12 credit hours (unless in one of their last two semesters, in which case the minimum is 10 credit hours), and not more than 16 credit hours. Upper-level Evening Division students and Part-time Day Division students must take at least 8 and not more than 13 credit hours.

Credit hours for intersession classes (including Intensive Trial Advocacy 1) do *not* count as part of your Fall semester course load for purposes of maximum credit hour limitations; but they *do* count for purposes of determining whether you will be charged for student health insurance. If taking an intersession class will put you over the maximum credit limit for your division, please contact Dean Sowle prior to registering so that your maximum hour limit can be adjusted in the system.

Students enrolled in Law Review and/or Moot Court Honor Society may take one extra credit hour (for a maximum of 17 credits for full-time students, and a maximum of 14 credits for part-time students).

Graduating J.D. students needing fewer than the minimum number of hours to graduate may take fewer credits without special permission.

Registering for Courses Not in Your Division

Students must take at least one-half of their credit hours in the division in which they are enrolled. Courses offered only at 4:00 p.m. are considered Day Division for day students, and Evening Division for evening students.

Making Up Incompletes

If you will be making up an Incomplete grade by attending a class in the Fall semester, *do not register for the course*. You must submit an Incomplete Course Make-up Notice through your Web for Students account by the end of the second week of classes in order to earn credit for the course.

EXAM INFORMATION

Information about Fall exams – which exams will be fixed, self-scheduled, and take-home, and the dates of fixed exams – will be provided prior to the start of the Fall semester.

HOW TO REGISTER

Online Registration

To register for Fall classes, log into the myIIT portal and navigate to the registration section.

Registration will take place starting Wednesday, May 25, at 9:00 am and continue through Tuesday, May 31, at 9:00 pm. You may register at any time during that period. After the end of the registration period, the registration requests will be processed according to each student's registration priority (see below). In other words, **registration will not be conducted on a first-come, first-served basis.** As long as you register during the designated period, you will have an equal chance of being admitted to a class as other students within your registration priority group.

To learn what classes you have been admitted into, you must check the Online Registration site on or after the start of the add/drop period on **Monday, June 6**. **Registering for a class during the initial registration period is no guarantee that you will be admitted into the class – you must check the web site on or after Monday, June 6 to learn what classes you have been admitted into.**

Registration Priority

Subject to the provision, below, about students pursuing certificate programs, Day Division students have priority for Day Division classes, and Evening Division students have priority for Evening Division classes. For upper-level elective classes in the 4:00 time slot, seats are allocated proportionately between Day Division and Evening Division. Within divisions, registration priority is based on anticipated graduation date, with the earliest graduation date having the highest priority. Priority for certain courses may be given to students seeking a particular certificate program. Students in the J.D. program have priority for J.D. courses over students in the LL.M. programs. Students in the LL.M. programs have priority for LL.M. courses in their program area over J.D. students.

ADDING & DROPPING COURSES

After the close of the initial registration period (see above), you may add open courses or drop courses using the online registration system beginning **Monday, June 6**. You may add an open course without special permission until the end of the first week of Fall classes; during the second week, however, you may add an open course *only with permission of the instructor*. You may not add a course after **Friday, September 2, 9:00pm**. To find out what courses are open, check the Online Registration system.

You may withdraw from any course except a required course, a clinical course, Law Review, Moot Court, or Intensive Trial Advocacy 1 at any time prior to the date of the final exam or final paper (see § 3.10(c) of the Student Handbook.). There is no tuition penalty if you drop a course no later than **Friday, September 2, 9:00pm**. You will *not* receive a tuition refund, however, if you drop a course after that time.

A student may withdraw from a clinical course only

up to the end of the eighth week of classes; you will not receive a tuition refund if you drop the clinical course after **Monday, September 2, 9:00pm**.

DECEMBER 2022 GRADUATES

Students who plan on graduating at the end of the Fall 2022 semester must submit an online Application for Graduation. Information about submitting the application, and the deadline for doing so, will be published in the *Record* at the start of the Fall semester.

TUITION, CHARGES, FEES, AND PAYMENTS

Tuition and Fees

Information about tuition and fees for Chicago-Kent J.D. and LL.M. programs are available on the Law School web site at:

<http://www.kentlaw.iit.edu/current-students/tuition-and-financial-assistance/tuition-and-fees>

Tuition Discount for Graduating Students Taking More than 87 Credits. If you will be graduating at the end of the Fall semester and will be taking more than the 87 credits required to graduate, you may receive a 50% discount on each credit you take over the required 87 credits. If this affects you, please contact Dean Sowle no later than **Tuesday, September 6**. ***Please note:*** Financial aid is not available for any courses you take that are not necessary for you to reach the required 87 credits.

Student Health Insurance

All students registered for ***at least one credit hour*** in the Fall semester (including intersession classes listed on the Fall schedule; but not including Incomplete make-ups) will automatically be billed for student health insurance. ***This applies to both Day and Evening Division students.***

Please contact the Student Health and Wellness Center at 312/567-7550 for information about family coverage. You may waive insurance coverage if you have comparable coverage by filing a waiver form online at <http://web.iit.edu/shwc/insurance> by September 1, 2022. ***IIT requires students who waive the student health insurance to do so every year.*** The waiver process goes directly through Aetna Student Health

Insurance. (***Please note:*** If you are on an F1 or J1 visa, you will not be permitted to waive the IIT health insurance.) If you do not waive coverage by September 1, you will be billed for the insurance. For more information about the plan, including waivers, go to <http://web.iit.edu/shwc/insurance> or call the Student Health and Wellness Center at 312/567-7550. The health insurance coverage runs from August 10, 2022, to August 9, 2023.

Payment of Tuition and Fees

Payments can be made online through your myIIT portal via the Manage My Account icon. Electronic check payments can be made for free by using a bank routing and account number (no processing fee). Credit cards are also accepted online, however, credit card transactions carry a 2.85% transaction fee. Please note that credit cards are accepted exclusively through our online system. The university also accepts international wire transfers from Flywire. You can view all acceptable payment methods here: <https://web.iit.edu/student-accounting/payments>

Payment Plans

Payment plans are available. For a complete guide to enrolling in a payment plan, visit the Student Accounting Office's website at: <https://web.iit.edu/student-accounting/payments/payment-plans>

Refunds

You must be enrolled in direct deposit to receive your refund. You can enroll in direct deposit by clicking the Manage My Account icon on your myIIT portal page. For additional information about refunds, please visit the Student Accounting Office's website at <http://www.iit.edu/sa>. Refunds are issued 14 days after disbursement to your student account. Please use this 14-day timeframe to make arrangements for your finances, including book purchases, rent, etc.

Students should follow up with the Office of Financial Aid prior to the first day of class to ensure that they have fulfilled all requirements for a timely disbursement of their financial aid awards. Financial aid scholarships and loans supercede all other forms of tuition payment.

Authorized Users

Parents or guardians who wish to view their student's account information, receive copies of e-Bills, or make online payments on behalf of their student should be set up as Authorized Users. You can add someone to your account as an Authorized User by accessing our online system (through the Manage My Account icon on your myIIT portal page) and selecting the Authorized Users tab.

Financial Delinquency

You are financially responsible for the payment of all education related charges and fees that become a part of your student account, when those charges are due, regardless of your expected reliance on third-party resources such as financial aid, family gifts, employer reimbursement, private loans, outside scholarships or sponsorships. Any balance due to IIT as the result of adjustments made to your estimated or confirmed financial aid or your refusal to apply for any or all of your financial aid or your inability to complete the financial aid verification become your responsibility for payment. You are responsible for supplying the Office of Financial Aid with any reasonable information or documents that they may request to complete the verification process in a timely manner.

Any outstanding balance due on your student account is subject to late penalty charges and will prevent registration for additional courses at IIT. Official documents such as diplomas or transcripts will not be released until the outstanding balance has been paid in full. Failure to pay any amount due by the due date may result in an unfavorable report with credit bureaus and collection activities against you, including litigation. If that occurs, you will be responsible for the actual expenses incurred in connection with collection of the debt, including but not limited to attorney fees and reimbursement to IIT of the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the aggregate amount of the debt.

PASS-FAIL LIMITATIONS

Pass/fail election: Students may elect up to 6 credits pass/fail during their entire time at Chicago-Kent. This pass/fail election applies to upper-level elective courses that normally are letter-graded; classes that are

only offered pass/fail do not count toward this 6 credit limit. The following classes may not be elected pass/fail: (1) required courses, including any course taken to satisfy the Professional Responsibility requirement; (2) seminars, whether or not being taken to fulfill the graduation seminar requirement; (3) courses that have been designated by instructors as ineligible for the pass/fail election (these courses are indicated on each semester's schedule of classes); (4) Taxation and Financial Services LL.M. courses; (5) Trial Advocacy and Appellate Advocacy courses; and (6) courses taken to fulfill the requirements of any certificate program. Pass/fail registration will open shortly before the start of the Fall semester (details will be in Dean Sowle's section of the *Record*). A student taking a course on a pass/fail basis must earn at least a C to receive a P (Pass). If you pass the course but fail to earn at least a C, you will receive a grade of LP (Low Pass).

Clinic limitation: You may take no more than 24 credit hours toward graduation for clinical and externship courses combined. (Students in the Litigation and Alternative Dispute Resolution Program (LADR) and the Criminal Litigation Program are exempt from this limitation.)

EMPLOYMENT LIMITATION

Subject to the limitation for full-time first-year students mentioned below, students may work more than 20 hours a week only if they take 13 or fewer credits in a regular semester (Fall or Spring); students are prohibited from working more than 20 hours a week if they take 14 or more credits.

Full-time first-year students are prohibited from working more than 20 hours a week even if they take 13 or fewer credits (e.g., full-time summer-start students, who take only 13 credits in the Fall, are still limited to working no more than 20 hours a week).

RECOMMENDED COURSES FOR UPPER-LEVEL STUDENTS

Courses with an asterisk (*) cover material that is

likely to be tested on many states' bar examinations, including the Uniform Bar Exam (now used in Illinois; see next section).

I. The faculty believes that every student should take:

- A. *Business Organizations (4 hours)
- B. *Evidence (3 hours)
- C. Personal Income Tax (3 hours)
- D. *Remedies (3 hours)

II. The faculty believes that every student should take at least 15 hours from the following list of courses, with most courses taken from subsection A and at least one course taken from subsection B. Courses not included in this list should not be thought of as less challenging or unimportant. They may have been left off because they cover advanced or very specialized material, or because they focus on non-traditional legal materials.

For those students whose grade point average is in the lower third of the class after they complete their first year of law school (two semesters for day students and three semesters for evening students), we recommend in the strongest terms possible that they take at least 20 hours (rather than 15) from the following list, with a heavy emphasis on courses that cover subject matter that may be tested on the Bar Exam.

A. Courses in major areas of law:

- 1. Administrative Law (3 hours).
- 2. Civil Litigation: one of the following: Appellate Courts and Procedure (3 hours), Complex Litigation (3 hours), Federal Courts (3 hours).
- 3. Commercial Law: one or two of the following: *Secured Transactions (3 hours), Payment Systems (3 hours).
- 4. *Conflict of Laws (3 hours)
- 5. *Constitutional Law: First Amendment (3 hours).
- 6. Criminal Procedure: *The Adjudicative Process (3 hours), or *The Investigative

Process (3 hours).

- 7. *Estates and Trusts (4 hours).
- 8. *Family Law (3 hours).
- 9. International Law (3 hours) or Comparative Law (3 hours).
- 10. *Products Liability (2 hours).

B. Courses focusing on statutory analysis and/or administrative agencies:

- 1. Antitrust (3 hours).
- 2. Bankruptcy (3 hours).
- 3. Copyright Law (3 hours) or Patent Law (3 hours).
- 4. Employee Benefits Law (2 or 3 hours).
- 5. Employment Discrimination (3 hours).
- 6. Environmental Law & Policy (3 hours).
- 7. Labor Law (4 hours).
- 8. Securities Regulation (3 hours).
- 9. Taxation of Business Enterprises (4 hours).

FERPA RIGHTS AND ACCESS TO EDUCATION RECORDS

Illinois Institute of Technology, in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), has designated the following items as *directory information*: student's name, address, telephone number; parents' names, address, telephone number; major field of study, class, enrollment status, anticipated degree date, participation in officially recognized activities, degree and awards received, most recent previous educational agency or institution attended by the student. Illinois Institute of Technology, including the Chicago-Kent College of Law, may disclose any of the above listed items without the student's prior written consent, unless the Office of the Registrar is notified in writing to the contrary. All other student academic information is considered confidential and will not be released, with certain exceptions, without the student's written permission. You can find additional information at http://www.iit.edu/registrar/student_records/ferpa.shtml, and in the Chicago-Kent Student Handbook (sections 14.4 and 14.5) at <http://www.kentlaw.edu/depts/acadadm/handbook.html>.

Chicago-Kent also publishes certain student information in the online Student Directory (available only to members of the Chicago-Kent community). You may also request that information published in the Student Directory not be published or released.

FACULTY BIOGRAPHIES

Biographies of faculty members can be found at <http://www.kentlaw.iit.edu/faculty>.

J.D. COURSE DESCRIPTIONS

Course descriptions for J.D. and LL.M. classes can be found at:

<http://www.kentlaw.iit.edu/academics/jd-program/curriculum/course-descriptions>