DEPAUL UNIVERSITY
COLLEGE OF LAW

MLS & LLM Course Registration
Spring 2027

How do I Register for Courses?
- Under the Student Homepage in Campus Connect click on "Manage Classes"
- Click on "Class Search and Enroll"
- Select the correct term: 2026-2027 Spring
- Use the search box to find classes
- Find all law school classes using "Additional ways to search" and selecting "Law" under "Available Subjects"
- Add the courses you would like to take to your Course Cart
- Use the "Validate" button to check classes

When do I Register for Courses?
- You will be assigned an enrollment time on the first day of registration
- You can find your enrollment date and time in Campus Connect.
- On your enrollment date and time, go to your Course Cart to check out.

What if a Class I Want is Full?
- If a class you want to take is full at the time of your registration appointment, register for your second-choice class. Then **use the Swap feature** to tell the system that you want to drop your second-choice class if a space opens up in your desired class.
- Using the Swap feature will automatically replace the enrolled course with the desired waitlisted one when a seat becomes available.
- Make sure to use the Swap feature instead of the Waitlist feature unless you are leaving space open in your schedule for your desired class.
- If you do not leave room in your schedule for your desired class, and you do not use the Swap feature, the system will see that your schedule is full and pass over you on the waitlist. You will then have to set up a swap, which will drop you to the bottom of the waitlist.
- Review these Waitlist FAQs.

How Many Classes Should I Take?
- This will depend on your program and whether you are full-time or part-time.
- To qualify for federal financial aid, you must take at least 6 credit hours. In the summer, the minimum is 3.

What Classes Should I Take?
- Review your program's degree requirements on the College of Law's website: Academics.
- Consult your Degree Progress Report on Campus Connect

What Are The Registration Dates?
- November 17: registration begins
- January 26: last day add Spring classes
- January 28: last day to drop Spring classes with no penalty
- March 5: last day to withdraw from Spring classes

Are There Other Registration Deadlines?
- February 22: audit application deadline
- February 28: reschedule exam application deadline

What if a Class Requires Permission?
- Contact the appropriate supervisor or instructor listed on the course schedule to apply.
- If you are accepted into the course, you will be notified when you can register for the course.

Can I Audit a Class?

- You may audit one class per semester
- You will be charged full tuition
- You will not receive a grade in or credit for the class
- The audit will appear on your transcript
- You may not convert from audit to graded status or vice versa
- You cannot subsequently take the class for credit
- The audited class counts toward credit caps
- You cannot audit a permission-required class
- You must first register for the class to received permission to audit it
- You must submit an audit request form to Student Affairs by the deadline.

What if a Class has a Prerequisite?

- You can check for prerequisites by clicking on the class number or reviewing the course schedule.
- You must take all prerequisites before taking the advanced class.
- You cannot take the prerequisite at the same time as the advanced class.

Helpful Links

- Student Affairs/Registrar
- Campus Connect
- MyDePaul Registration Page
- Learning Center Videos
- Course Information & Schedules
- Academic Calendar
- University Catalog
- Law Student Handbook
- Tuition Rates

How do I Avoid Exam Conflicts?

- When choosing courses, check the final exam dates and times so you do not create an exam conflict.
- You can find exam dates by clicking on the course number or consulting the course schedule.
- If you have two in-class exams scheduled to begin less than 24-hours apart, you can submit an application to Student Affairs by the deadline to reschedule one of the exams.
- You can only reschedule one in-class exam per semester.
- This option does not apply to take-home exams or paper classes, unless the take-home exam is distributed and due on the same day on which you have an in-class exam.

Where Can I Find the Necessary Forms?

- You can find all of the forms referred to in this guide here: Online Course Registration Resources

- Email your completed forms lawstudentservices@depaul.edu