# COURSE REGISTRATION INFORMATION
## WINTER SEMESTER 2004

**Introduction**
The following information listed below: 3L, 2L, and Flex Students Course Request TIMETABLE. In-House Law School Registration, University Registration, Fee Payment/Arrangement(s) and Credit In Lieu of Grade Option.

Course Request Forms may be obtained from the Administrative Suite

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2L & 3L Flex students follow the same schedule as 2L’s

1L & 1L Flex Students See Assistant Dean Matt Davis

**In-House Law School Registration:** Once your schedule has been approved (including all final revisions), you need to obtain and complete a Schedule of Class card from the Administrative Suite. Bring your completed Schedule of Class card to Carol A. Pegues.

**University Registration:** 2L & 3L law students will not do phone registration as in the past. You will be administratively enrolled in your final approved courses. This cannot be changed until the beginning of the Winter Semester 2004. Any changes must be made by completing a drop/add form, having it approved by the law school, and hand-carrying it over to the University Administration Center.

**Fee Payment/Arrangements:** One fourth of your fees need to be paid by *Monday, December 15th, unless you have financial aid that covers your fees.* All fees need to be paid and/or arrangements made by *Friday, January 2, 2004; if fees are not paid, you will be dropped from all your classes.*

**Credit In Lieu Of Grade Option:** To take a course for credit in lieu of grade, you must fill out an additional form that can be picked up in the Administrative Suite. You must hand carry this completed form to the campus registration and records office at the Administrative Center, since the Credit in Lieu of Grade Option must be exercised in person. The Credit in Lieu of Grade Option form must be filed with the campus registration office (in person) no later than *Wednesday, January 7th for Winter Semester 2004* and may not be revoked thereafter. **NO EXCEPTIONS!**
Advisement Convocation
A mandatory 3L Course/Registration Advisement Convocation is scheduled for Thursday, October 9th in the Student Lounge at 12:00 Noon. This is for all 3L law students only. Detailed information will be available regarding this years’ registration process, required classes for graduation, residency requirements, R&W explanations, hours needed for graduation, credit in lieu of grade option, commencement and any questions you may have. If you are not able to attend, you will be required to view the video of this Course/Registration Advisement before you are eligible to enroll and/or participate in enrollment for next semester.

A mandatory 2L Course/Registration Advisement Convocation is scheduled for Friday, October 17th in the Student Lounge at 12:00 Noon. This is for all 2L, and 2L & 3L Flex law students who will not be graduating in May 04 or Summer 04. Detailed information will be available regarding this years’ registration process, required classes for graduation, residency requirements, R&W explanations, hours needed for graduation, credit in lieu of grade option, and any questions you may have. If you are not able to attend, you will be required to view the video of this Course/Registration Advisement before you are eligible to enroll and/or participate in enrollment for next semester.

Elective Course Information "Handbook"
The "handbook" arranged by course number, contains specific information about elective courses offered during the winter semester 2004, including prerequisites, method of grading, course summary, books used and relevance of the course for career purposes. It is designed to assist students in course selection and may be found at: www.law.umkc.edu/academic/index.htm.

Matters to Consider When Deciding Which Courses to Request:

(1) Degree Requirements and Courses that Are Required
See these topics covered below. Click on Requirements for a J.D. Degree and Required Courses.

(2) Credit Hours Per Semester
A full-time student must take at least 13 credit hours per semester (except during the last semester) and may not take more than 16 credit hours per semester, except with the permission of the Associate Dean.

(3) Six Semesters in Residence
A student must complete six semesters "in residence." This means that a student must carry at least 10 credit hours each semester in courses requiring attendance at regularly scheduled class sessions. For residency purposes, two UMKC summer sessions may count together to form one residency semester. Thus, students taking five regular semesters and two summer sessions totaling at least ten residency hours may graduate in 2 ½ years. In no case may a student graduate with fewer than 2 ½ residency semesters. The fact that a course is not a graded one (e.g., Trial Advocacy I & II) does not mean that it is a non-residency course. It is a residency course if there are regularly scheduled class sessions for it at the law school.
Courses that carry partial residence credit toward minimum of 10 (except in last semester when they count in full toward the 10):

- Law 656 Public Defender Trials Clinic  3 hr credit/ 1 hr residency
- Law 705 Trial Advocacy III  2 hr credit/ 1 hr residency
- Law 748 Appellate Advocacy III  2 hr credit/ 1 hr residency

No residency credit ever toward minimum of 10:

- Law 747 – Appellate Advocacy II
- Law 746 - Legal Research
- Law 746R - Independent Study
- Law 800 - Legal Research Thesis
- Any course taken in another part of the university (unless cross listed)

Courses that are considered residency during the last semester:

All for credit externships, clinics, competitions & journal participation

Full residency credit for in-house clinics:

- Law 834R - Tax Clinic
- Law 752S - Child & Family Services Clinic
- Law 757R - Entrepreneurial Law and Practice Clinic

(4) Residency for Purposes of Tuition

The residency requirement, provided above, should not be confused with the issue of whether or not someone is a resident of Missouri for purposes of tuition and fees. Information concerning residency for purposes of tuition and fees may be obtained from the UMKC Cashier's Office.

(5) At Least 80 Hours in Courses Requiring Attendance at Regularly Scheduled Class Sessions in the Law School

Only courses requiring attendance at regularly scheduled class sessions at the law school meet this requirement. Thus, credit for clinics, research & writing, independent study, courses taken in other units of the university (unless cross-listed), journal participation and competitions do not count toward the 80 hours.

The only exceptions are:

- Law 656 Public Defender Trials Clinic  3 hr credit/ 1 hr residency
- Law 705 Trial Advocacy III  2 hr credit/ 1 hr residency
- Law 748 Appellate Advocacy III  2 hr credit/ 1 hr residency
- Law 834R Tax Clinic  full residency credit
- Law 752S Child & Family Services Clinic  full residency credit
- Law 757R Entrepreneurial Law and Practice Clinic  full residency credit

JD/MBA students & JD/MPA students must have 76 residency hours

(6) In order to graduate you must take at least one course as a 2L or 3L that meets the School's Jurisprudence requirement

The schedule of courses indicates courses that meet the requirement with a "J" in the "Notes" section of the listing of courses.
(7) **In order to graduate you must satisfy the School's Uniform Commercial Code requirement**

All students must take at least one course designated as one that satisfies this requirement. The courses meeting this requirement are Commercial Transactions, Sales & Leasing, and Secured Transactions. "UCC" appears in the "Notes" section of the schedule indicating that a course meets the requirement.

(8) **In order to graduate you must satisfy the School's Advanced Torts requirement**

All students must take at least one course designated as one that satisfies this requirement. "AdvT" appears in the "Notes" section of the schedule indicating that a course meets the requirement. Such courses are normally only offered during the winter semester. A 1L may, but is not required, to take the course during the winter semester of his or her first year.

(9) **In order to graduate you must satisfy the School's R & W requirement**

This requires students to have a rigorous writing experience evidencing legal analysis resulting in a paper of professional quality. For more information about the requirement, including the criteria for satisfying it and the methods that may be used, please click on [R&W Information, Standard & Criteria](#), below.

(10) **Courses Oversubscribed/Closed**

When requesting a course consider the possibility that the course may be oversubscribed, i.e. more students may request the course than will be approved to enroll in it (due to number of seats, limited enrollment course, etc.) In such an event, enrollment preference will be given to third year students. In the event there is more than one section of a course, such preference will only be in regard to course enrollment, not section enrollment. Where insufficient seats are available for all members of a class (second year or third year) desiring to take that course, students will be selected by the associate dean for enrollment based upon priority requests and, where necessary, based on random assignment.

(11) **Wait list**

A list of closed courses will be posted on the web after they close and a waiting list process will begin for each closed class. Students on the wait list will be contacted by telephone and/or email as seats become available in the order in which the wait list request was made, with priority given to 3L students. A wait list request form may be obtained from Marcia Pinkman in the Administrative Suite.

(12) **Adding and Dropping Classes**

Drop/adds may be requested by completing a drop/add form available from Carol Pegues in the administrative suite. In general, a course may not be added after the class has met for one week.
**Graduating 3Ls: Special Information**

Students planning to graduate in May (or July) 2004 and to take the July Bar Examination (Kansas or Missouri) should please note:

1. You need to fill out an “Application For Graduation Form” for May (or July) 2004 by November 14th, and return the form to Carol A. Pegues. Application For Graduation Forms can be picked up from the Administrative Office.

2. The University will not permit the Law School to certify your graduation or release your diploma to the Kansas or Missouri bar authorities if you have a balance due on your University account, e.g., for parking fines, outstanding fee balances, etc.

3. Your Research & Writing (R & W) paper must be approved by your supervising faculty member, and a signed R&W completion form turned in to Carol A. Pegues, no later than **Monday, May 31, 2004 (no exceptions)**. Most faculty members *do not* have time to review R & W papers either during or after the exam period (because of grading), so you should plan on submitting your final draft before the last day of class, if you want to meet the certification deadline. The faculty member, of course, may provide for the exact date when the final draft is due, which may be much earlier.

4. Faculty *CANNOT* extend the graduation/bar certification deadlines.

**The requirements for the J.D. degree (for students entering before Fall 2003):**

1. Completion of 91 credit hours, 80 of which must be classroom credits (76 if a JD/MBA or JD/MPA student).

2. A cumulative grade-point average of at least 2.00.

3. Six semesters in residence carrying not less than 10 classroom credit hours each semester, i.e., in courses requiring attendance at regularly scheduled class sessions in the law school. Although three years of law study are usually required, students may graduate in two and one-half years. To do so requires attending at least two summer sessions. Each summer session may be considered one-half a semester for residency purposes, provided at least 10 classroom hours are completed in the two summer sessions.

4. Completion of all required courses (see **Required Courses**, below). Completion of the school’s advanced torts requirement.

5. Fulfilling the school's **research and writing requirement**. This requires students to have a rigorous writing experience evidencing legal analysis resulting in a paper of professional quality.

6. Regular and punctual class attendance.
Required Courses

First Year Required Courses
All students must complete the following required courses during the first year:

Full-Time Program
Fall Semester (15 credit hours)
- Contracts I (3)
- Criminal Law (3)
- Introduction to Law and Lawyering Processes I (3)
- Torts (3)
- Property I (3)

Winter Semester (14 credit hours)
- Civil Procedure I (3)
- Constitutional Law I (3)
- Introduction to Law and Lawyering Processes II (2)
- Property II (3)
- Contracts II (3)

Part-Time (Flex) Students
Flex students must take three of the required courses, including Introduction to Law and Lawyering Processes, in their first year. The remaining courses must be completed in the student's second year of study.

Other Required Courses
Students must complete the following courses as a condition of graduation:

Required to be Taken During the Summer Preceding or Fall of Second Year:
- Business Organizations (4)
- Federal Taxation (3)
- Civil Procedure II (2)

Required to be Taken During the Summer Preceding or Winter of Second Year
- Evidence (3)

Required to be Taken During the Second or Third Year:
- Criminal Procedure I (3)
- Commercial Transactions, or Sales & Leasing or Secured Transactions (3)
- Professional Responsibility (2)

A course that fulfills the Schools Jurisprudence requirement (2-3)

Required to be Taken at any Time Prior to Graduation and May be Taken During the Second Semester of the First Year:
- A course that fulfills the School's Advanced Torts requirement (3)

Completion of the School's R&W requirement (See R&W Information: R&W Standard and Criteria, below)
Graduation in Two and One Half Years
Despite the six semesters in residence requirement, provided above, students may graduate in two and one half years. To do so requires attending at least two summer sessions in order to accumulate enough credit hours to meet the graduation credit hour requirement. Each summer session may be considered half a semester for purposes of the residency requirement. Thus, at least 10 credit hours in courses requiring attendance at regularly scheduled class sessions in the law school must be taken in two summer sessions to satisfy the residency requirement. Students desiring a lighter load in their sixth semester may combine the last semester with a previous summer semester to accumulate the required ten "in residence" hours.

Interdisciplinary Courses Taken in Other UMKC Schools
A student may enroll in up to 10 hours of courses in other UMKC schools and colleges and apply such hours toward the J.D. degree. The course(s) must be an appropriate upper-level (500 or above) interdisciplinary course. The Associate Dean must approve the course (in advance of enrollment) as an appropriate one for law credit. A request to enroll in such course (indicating why you believe the course is appropriate for law school credit and your career objectives) must be appended to your course request sheet. Grades earned in such courses will not count in your law school GPA (even though a grade will appear on your official UMKC transcript), nor will the credits count toward the residency requirements, unless the course is cross-listed.

Journal-Staff Participation (Law Review/Urban Lawyer)
Students depending on journal-staff participation credit hours to meet the credit hour graduation requirement should indicate on their course request sheet for each semester the number of credits they will be receiving for each such participation. Students are responsible for making certain that at the appropriate time the Records Office is advised of the credits for journal staff participation. Students seeking credit for such participation are specifically directed to two faculty policies impacting the receipt of credit for such participation.

A student may NOT serve concurrently as an editor of the Law Review and Urban Lawyer

Two students may NOT hold the same editorship on a journal (except for Urban Lawyer Assistant Editors).

Auditing Courses
Law students may audit a course only with the written approval of the professor offering the course. The approval must be appended to the Course Request sheet or indicated by the professor's initials next to the course on the sheet. Regular punctual attendance is required in audited courses. An audited course may not thereafter be taken for credit. An Audit course WILL NOT count toward the 91 hour degree requirement.

Bar Examination Information
Click on www1.law.umkc.edu/Students/barexam.html, for detailed information about the Missouri and Kansas bar examinations, including past Missouri Bar Examination questions.
Disabled Student Services
UMKC endeavors to make all activities, programs and services accessible to students with disabilities. A Coordinator for Disabled Student Services is available to advise students and arrange for reasonable accommodations concerning all aspects of campus life. It is important that students contact the Coordinator at least six weeks prior to the beginning of classes to arrange for providing appropriate documentation and the prescribing of reasonable accommodations in the classroom. For information call (816) 235-5696. Speech and hearing impaired use Relay Missouri, 1-800-735-2966 (TT) or 1-800-735-2466 (Voice.)

THE BOARD OF CURATORS AND THE UNIVERSITY OF MISSOURI-KANSAS CITY ARE COMMITTED TO THE POLICY THAT THERE SHALL BE NO DISCRIMINATION ON THE BASIS OF RACE, COLOR, CREED, SEX, AGE, NATIONAL ORIGIN, DISABILITY, OR VIETNAM ERA VETERAN STATUS. THIS POLICY PERTAINS TO EDUCATIONAL PROGRAMS, ADMISSIONS, ACTIVITIES AND EMPLOYMENT PRACTICES. THE VICE PROVOST FOR AFFIRMATIVE ACTION, LOCATED IN ROOM 354 ADMINISTRATIVE CENTER (5115 OAK), IS RESPONSIBLE FOR ALL RELEVANT PROGRAMS AND MAY BE CONTACTED AT (816) 235-1323, 235-2721. SPEECH AND HEARING IMPAIRED USE RELAY MISSOURI: 1-800-735-2966 (TT) OR 1-800-735-2466 (VOICE).

R&W Information, Standards & Criteria

Standard Each law student shall have a rigorous writing experience evidencing legal analysis resulting in a paper of professional quality.

Criteria The student’s written work should meet the following criteria:

1. Analysis Does the piece reflect an informed understanding of the doctrines and theories used? Has the author critically appraised the case(s), doctrines, statutes or ideas developed? Does the piece include a thorough presentation of the relevant available resources? Does the piece show creativity and original work? Is the analysis thorough, well written and organized?

2. Authority Are the assertions supported? Is the support more than a single source? Does the authority come from a variety of sources? Is interdisciplinary support offered when appropriate? Does the student over-rely on a single source?

3. Format The research and writing requirement is intended to focus on legal analysis. That analysis can come in a variety of forms from an interoffice memorandum, an advocacy brief, or a scholarly article. While that analysis underlies legal drafting, drafting legal documents would not meet the criteria. A piece satisfying the research and writing requirement should be approximately thirty (30) pages, evidencing sufficient use of authority and encompassing multiple drafts.

How Satisfied:

The requirement may be satisfied by writing one of the following:
Seminar Paper Whether a seminar paper meets the R&W requirement is a decision for the law professor teaching the course/seminar. If the R&W requirement is met by the seminar paper as required by the professor, the student does not also register in Law 746 Legal Research (2 hrs). If the seminar paper meets the R&W requirement only if the paper is longer than that required for the seminar itself, than the student must also enroll in Law 746 Legal Research (2 hrs.).
Elective Course Paper Whether a paper in an elective course meets the R&W requirement is a decision for the law professor teaching the course/seminar. If the R&W requirement is met by the course paper as required by the professor, the student does not also register in Law 746 Legal Research (2 hrs.). If the course paper meets the R&W requirement only if the paper is longer than that required for the course itself, than the student must also enroll in Law 746 Legal Research (2 hrs.).

Independent Study Paper If the R&W is to be satisfied in this way, the student must register in Law 746 Legal Research (2 hrs.). The paper can not be on a topic encompassed within the course description of an available seminar or elective course and a designated professor must agree in writing to supervise the paper and to certify to its fulfilling the R & W requirement.

Law Review Comment/Urban Lawyer Annotation/Matrimonial Law Journal Project Can be used to satisfy the R&W requirement, provided a faculty member supervises the writing and certifies to the Records Office that the work meets the R&W requirement. Although a student may receive additional academic credit for satisfying the R&W requirement with Urban Lawyer written work (in addition to any staff/editor hours received), neither a Law Review Note or Comment nor a Matrimonial Law Journal Project may be so used to obtain additional academic credit hours. Students desiring to obtain two R&W credit hours for faculty supervised and certified Urban Lawyer written work should enroll in Law 746 Legal Research (2 hrs.).

Appellate Advocacy III or National Team Brief Satisfactory completion of Appellate Advocacy III and rewriting the brief so that it is of professional quality; or satisfactory completion of Appellate Advocacy IV and writing an Appellate Advocacy IV brief of professional quality. The Appellate Advocacy professor must certify to the Records Office that the student has fulfilled the R&W requirement in this manner. If the requirement is to be satisfied in this way, the student will not register in Law 746 Legal Research (and will not receive additional credit), but need only be enrolled in the Appellate Advocacy course.

A brief used in other competitions, including the Frederick Douglass Moot Court Competition, the Giles Sutherland Rich Moot Court Competition and the Jessup International Law Moot Court Competition, may be used to satisfy the criteria if a faculty member certifies to the Records Office that the student has fulfilled the requirement in this manner. Students desiring to obtain two R&W credit hours for writing such a brief should enroll in Law 746 Legal Research (2 hrs.).

Form to Designate the Manner of Satisfying the requirement All students must identify the method by which they propose to satisfy the R & W requirement before the start of their last semester of law school. Please pick up the gold form in the Records Office for this purpose. It provides the various options available to fulfill the requirements and asks for dates when aspects of the paper must be completed. The form must be completed and filed as soon as possible after the professor agrees to oversee the R&W project. Upon completion of the R&W paper, the supervising faculty shall submit to the Records Office a copy of the paper (in written or electronic format) and the signed approval form. The Records Office will retain the signed approval forms and the R&W papers.

Adjunct Professors While adjunct professors may supervise an R&W paper, they may not do so alone. A regular faculty member must also be willing to co-supervise and to oversee the proper performance and completion of the paper, and to certify that the paper fulfills the requirement. The name of the co-supervising faculty member must be provided to the Records Office at the time of registration.
Enrollment in Law 746
All students who enroll in Law 746 (R&W Requirement) must provide the reference number of the faculty member supervising the research on the course request sheet. The Law 746 reference numbers for the faculty are listed at:


The School’s Trial and Appellate Advocacy Programs
There has been much interest regarding our trial and appellate advocacy programs. Because these are areas in which we excel and in which there is traditionally strong student interest, we would like to explain how these programs work so that you can make scheduling decisions.

Introduction
Both appellate and trial advocacy are taught in sequenced courses. The Appellate Advocacy sequence begins first. In fact, you have already begun that sequence, because Introduction to Law II (in which you write a brief and do an appellate argument) serves as Appellate Advocacy I. Therefore, if you are interested in continuing to develop appellate advocacy skills and, perhaps, participating in our competitive program, you should enroll in the Fall in Appellate Advocacy II. The Trial Advocacy sequence begins in the Winter semester of the second year and is a prerequisite for participation in the trial advocacy competitions.

Appellate Advocacy Sequence
Appellate Advocacy II is a one-credit course. It meets for class sessions during the first half of the semester and culminates in student presentation of oral arguments. The course introduces students to a unique Missouri appellate process and students are required to write Points Relied On and a Summary of Argument (3 page total) on each side of a case set in the Missouri Supreme Court. They then argue the case twice (once on each side) in front of panels of lawyers. The arguments take place in the Jackson County Courthouse two Saturdays in October or early November. The top 16 students in Appellate Advocacy II will be invited to participate in the Ellison Moot Court Competition (Appellate Advocacy III) in the Winter Semester. That course involves a problem set in the United States Supreme Court and requires that students write a full brief and argue before actual judges one Saturday in March or early April at the federal courthouse. Appellate Advocacy III is a two-hour course. Awards are given for the Top Oralist, Best Brief and Best Advocate Overall. In addition, the top six students from Appellate Advocacy III are chosen to be members of the National Moot Court Team (and to enroll in Appellate Advocacy IV, a one credit course) during the Fall of their third year. All participants in Appellate Advocacy III are invited and expected to join the Moot Court Board.

Trial Advocacy Sequence
Trial Advocacy begins in the Winter of the second year. Students enroll in Trial Advocacy I (2 credit hour course), which involves one weekly large class presentation/demonstration and one small group session in which the skills learned are practiced. Dean Berman oversees the course and the assessments are conducted by local litigators and trial judges. The class culminates in trials held at the courthouse in April. Any student who takes Trial Advocacy I and desires to do so may then enroll in Trial Advocacy II, which focuses more on strategy development and skill refinement, in the Fall of the third year. The course meets once per week and receives two credits. Full trials are conducted at the end of the semester. Members of the National Trial Teams are selected from those participating in Trial Advocacy II. They enroll in Trial Advocacy III and compete in regional and national trial competitions during the Winter semester of the third year.
Summation

Both our appellate and trial advocacy programs help prepare students to practice law. Students who complete our Advocacy programs should be able to pick up a file of a case being litigated, organize it and present it before a court and a jury in a persuasive way. Similarly, if unsuccessful in the trial of a case, they will be prepared to present the case properly and persuasively before an appellate court.

Both our trial and appellate programs have been successful in recent years in producing teams that have been very competitive at Regional and National competitions. Additionally, students who participate on our National Moot Court and Trial Teams receive the H. Michael Coburn Advocacy Scholarships in the semester in which they compete. There are additional opportunities for participation in interschool moot court competition, including the Jessup International Moot Court Competition, Frederick Douglass Moot Court (sponsored by National BLSA), and other specialized moot court competitions. Students interested in these programs are strongly encouraged to take Appellate Advocacy II in the Fall.

Whether you have a desire to be a trial or appellate advocate, compete for your school, or merely want to overcome the fear of speaking in front of others, these courses are for you.