

PLEASE READ CAREFULLY

New Registration Instructions:

https://inside.nku.edu/content/dam/registrar/docs/registration/NKU_CourseRegistration_Student.pdf

PRIORITY REGISTRATION PROCESS FOR SUMMER 2018

Students will register for summer 2018 courses using a priority “windows” registration system. This form of registration will assign students registration times based on the number of earned credit hours, thereby improving the process of registration for limited-enrollment courses. Students will register during their designated time periods on a first-come, first-served basis. Students will automatically be blocked from logging in and registering until their designated window period.

Limited-enrollment courses will be capped and will “close” once all available seats are taken. Students who are closed out from registering for limited-enrollment courses will be able to sign up on a waiting list for those courses. A waiting list sign-up sheet will be placed on the Registrar’s bulletin board outside of Room 314 after priority registration ends. If/when openings occur in limited-enrollment courses, students on the waiting list with the most earned credit-hours will be offered enrollment.

Pursuant to ABA Standards, students cannot “double-dip” and use a course for both AWR and their “skills” or “experiential” requirement.

Summer Credit-hour Limits:

For students earning credit-hours through in-class hours only (including on-line courses), there is a two-credit-hour cap during each of the two-week sessions (excluding the Washington, D.C. program), and there is a nine-credit-hour cap during the eight-week session.

For students earning credit through (a) out-of-class hours only (for example, externships, supervised independent studies, semesters in practice), or (b) a combination of in-class hours and out-of-class hours: During each two-week summer session and during the eight-week summer session, students cannot enroll in any combination of courses that will require, on average, more than a *total* of 60 hours of course-related activities (including time spent on out-of-class student work as contemplated by ABA Standard 310(b)(1)) per week. Students whose schedules will fall within options (a) or (b) must consult with the Associate Dean for Academics for approval of their summer schedules.

The priority registration schedule for the summer 2018 semester follows (hours indicated are the hours earned as of the time of registration):

4/3	66 – 999.99	7:00 am (and continues 24/7 thereafter)
4/4	50 – 65.99	7:00 am (and continues 24/7 thereafter)
4/5	44 – 49.99	7:00 am (and continues 24/7 thereafter)
4/6	30 – 43.99	7:00 am (and continues 24/7 thereafter)
4/9	0.00 – 29.99	7 :00 am (and continues 24/7 thereafter)