

Seton Hall University
School of Law

LLM Program

**Summer 2024
Registration Handbook**

Seton Hall University School of Law

2024 Summer Session

Registration Information

LLM Program

The [LLM degree](#) requires 24 credits for completion. LLM students must elect to pursue a concentration area in **Financial Services, Health Law, or Intellectual Property**. Completion of a high-quality paper, under the supervision of a full-time faculty member (3 credits) and maintenance of a GPA of at least 3.00 are requirements of the program.

Online Financial Services Compliance LLM

The [Financial Services Compliance Masters of Law \(LLM\)](#) program provides attorneys with an in-depth examination of the laws governing financial institutions and an opportunity to develop advanced knowledge of financial law and compliance. Courses are designed for lawyers working within the financial industry, whether in a counseling capacity outside or in-house, or working in compliance departments and consulting firms, as well as those interested in transitioning to the compliance field. The part-time, online option allows lawyers to earn the LLM degree while working and provides access to those living outside the New York metropolitan area.

Online Health Law LLM

The [online Health Law Masters of Law \(LLM\)](#) degree provides attorneys with an opportunity to broadly explore health law and policy or to focus more narrowly on courses designed for lawyers planning to represent providers, payors, regulators, patients, or pharmaceutical, medical device or biotechnology companies. The Health Law LLM program is designed for both practicing health care attorneys and those seeking to expand their practice to health care clients.

Online Intellectual Property Law LLM

The [LLM program provides the opportunity to broadly explore intellectual property \(IP\)](#) or focus more narrowly on particular interests in IP, including patent, trademark, copyright and technology law. The program is designed for attorneys who wish to transition from other practice areas to IP; government officials and regulators who specialize or wish to specialize in IP related issues; and law school graduates who are interested in teaching, or in other academic research relating to IP Law.

Registration

Any student who wishes to enroll for the **SUMMER 2024 semester** may register for classes using Banner Self-Service (see enclosed Web Registration Worksheet) **starting April 10, 2024.**

Important Dates

(ONLINE ONLY)

SUMMER DATES

June 2024

Registration Dates – April 10 – June 1

First Day of Classes – June 2

End of Drop/Add – June 8

Deadline for August 2024 Degree Application – June 17

Last Day of Classes – July 27

(ON-SITE ONLY)

Registration Dates – April 10 – June 2

First Day of Classes – June 3

End of Drop/Add – June 9

Last Day of Classes – July 16

Important Phone Numbers

Office of Enrollment Services

973-642-8502

Registrar

973-642-8385

Bursar

973-642-8162

Financial Aid

973-642-8850

Fax

973-642-8956

Help Desk

973-275-2222

Outstanding Tuition Balance/Financial Holds

It is your responsibility to clear any unpaid balance with the Bursar's Office prior to registering. Financial holds are automatically placed on your account regardless of the amount due. In addition, all monies must be received prior to the date of your registration, regardless of the source from which the tuition is being paid. If you have a current balance, you will be blocked from registering for courses and will be referred to the Bursar's Office.

Other Holds

There are several types of holds which may affect your registration status, namely; bursar, academic, transcript, health services and financial aid. Prior to registration, it is strongly recommended that you go online to check if you have any type of hold on your account. If one does exist, you should contact the appropriate department to resolve the hold.

Course Cancellation

The Law School reserves the right to cancel any course. In the event of a cancellation, you will be promptly notified by e-mail to enable you to make an alternate selection.

Course Withdrawal

A student is permitted to withdraw from a live course up until the day of the scheduled examination, or if self-scheduled, the last day of examinations. In the case of an online course, a student may withdraw up to the day in which the last assignment/paper is due. Students seeking to withdraw from a course after the Drop/Add period must send a written notice to Sonia Cunha, Director of Graduate Law Enrollment, with a copy to Angela Slater, Associate Academic Director, Division of Online Learning. **A student withdrawing from any course will receive a grade of "WD" (Withdrawal).**

Drop/Add

The Drop/Add period for all online courses for the LLM program ends **the first Saturday of the term, at 11:59 p.m., EST**. The Drop/Add period for all **on-site** courses consists of the first week of classes – and ends on **Sunday, June 9**. Students must drop courses within this period to avoid having a "WD" (withdrawal) appear on their transcript. Students are entitled to a full refund of tuition, less the initial enrollment deposit for new students, for courses dropped within the Drop/Add period. Additionally, students who are administratively withdrawn within the first two weeks of the course due to non-attendance (never started the course), will receive a 100% refund of tuition, however Seton Hall Law will retain the University and Technology fees.

Tuition & Fees

LLM Tuition (\$1,735 per credit)
LLM University Fee (\$420.00)
LLM Technology Fee (\$460.00)
Late Payment Fee (maximum) (\$250.00)

Billing, Payment, and Financial Aid

Billing

All registered students will receive an e-mail notification when an E-Bill has been generated and posted to their Banner Self-Service account.

Payment

In order to avoid late fees, payments must be received by the due date on the E-Bill. Credit card and electronic check payments must be done online through Banner Self-Service. Payments made with credit card will be charged a convenience fee of 2.85 percent of the amount charged. All inquiries regarding payment and charges should be directed to the Office of Enrollment Services at (973) 642-8385.

Financial Aid

All approved financial aid will be printed on the bill and deducted from the total due. Financial aid regulations stipulate that you must meet certain eligibility requirements to receive federal student loans. You must be enrolled at least "half-time", which is defined as 5 credits in the fall semester, 5 credits in the spring semester, and **3 credits in the summer semester**. To apply for financial aid please submit your Summer 2024 Financial Aid Application by May 1, 2024.

Online LLM Students – Financial Aid Disbursement Policy

Student loan disbursements will occur after the drop/add period when you reach half-time status, that is, when you have started at least three credits for the summer semester and your attendance has been verified. If you have any questions, please contact Enrollment Services at 973-642-8850.

Student Rights Under FERPA

View your rights as a student under the [Family Educational and Privacy](#).

Attendance Policy for Online Classes

Any student who does not attend a course for two consecutive weeks, after having attended for at least the first week of the course, will be administratively withdrawn. For purposes of this policy, "attendance" requires submitting responses to Tutorial Questions, posting on the Discussion Board, or submitting a completed Writing Assignment. **Students who are administratively withdrawn from a course will not be eligible for a refund.** The course will appear on the student's transcript with the designation WD. Withdrawal can have implications on financial aid status and eligibility. It is the student's responsibility to confer with our financial aid office to determine the nature and extent of any financial aid implications.

Attendance Policy for On-Site Classes

The Law School has a mandatory Class Attendance Policy which calls for students to attend a minimum of 75% of class sessions in a course or be administratively withdrawn from the course. No excused absences are permitted. An absence for any reason, including late registration, counts towards the maximum of 25% absences allowed.

Examinations for On-Site Classes

Final examinations will not be scheduled until after the Drop/Add period. Students who have an exam conflict can request a rescheduling of an examination based on the Law School's Conflict Policy. The exam schedule will be posted on our website.

Take Home Exams

Mental Health Law	HLTH 7511
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August 2024 Degree Application

All LLM candidates who intend to complete degree requirements after the 2024 Summer Session, must file an online [Application for Graduation form](#) with the Office of Enrollment Services. Applications must be received by June 17, 2024. **Failure to file this application may result in the student's graduation date being the next available date after the succeeding semester.**

CLE Credits

Any student who enrolls in a ground course who is seeking CLE credits must forward the following information to Rosa Alves (rosa.alves-ferreira@shu.edu) prior to or at course selection: name of the course; the dates/times the course meets; the course description and syllabus. Please note that CLE credit will only be offered for NJ and PA and NY by reciprocity. Student can only receive 1 CLE credit for every academic credit hour.

ACADEMIC ONLINE CALENDAR 2024

SUMMER 2024 SEMESTER

March – June 1: Registration

June 2: First Day of Classes (June)

June 8: Last Day of Drop/Add

June 17: Deadline for August 2024 Degree Application

July 27: Last Day of Classes

FALL 2024 SEMESTER

July – September 7: Registration

September 8: First Day of Classes (September)

September 14: Last Day of Drop/Add

November 2: Last Day of Classes

July – November 2: Registration

November 3: First Day of Classes (November)

November 9: Last Day of Drop/Add

November 18: Deadline for January 2025 Degree Application

November 28-29: Thanksgiving Break*

December 22 - Jan 4: Holiday Break*

January 5: Classes Resume

January 11: Last Day of Classes

SPRING 2025 SEMESTER

November – January 11: Registration

January 12: First Day of Classes (January)

January 18: Last Day of Drop/Add

January 20: Martin Luther King – Law School Closed*

March 8: Last Day of Classes

November – March 8: Registration

March 9: First Day of Classes (March)

March 15: Last Day of Drop/Add

March 24: Deadline for May 2025 Degree Application

May 3: Last Day of Classes

May 28: Graduation Ceremony (tentative)

Academic On-Site Calendar – Summer 2024

April 10 – June 2: Registration

June 3: First Day of Classes

July 4: Independence Day Observed – No Classes

July 16: Last Day of Classes

July 17-21: Reading Period

July 22: Exam Day

July 25: Exam Day

Web Registration Worksheet

- 1) Make sure your computer is configured for on-line registration: Internet Explorer version 5.5 or higher is required; Cookies must be enabled; Pop-ups must be allowed.
- 2) Login to [LAWnet](#). Click on myInfo tab, Student and then Banner Self-Service link.
- 3) On the Main Menu, click on **Access the Course Schedule**, then on **Student Registration**. You will then click on **Access Registration** and **Prepare for Registration**. Click **Submit** to confirm Summer 2024 as your registration term.
- 4) Enter the CRNs of your classes in the boxes which appear on the **Add Classes Worksheet**. Press **Submit changes** to submit your course requests. Your schedule will appear; check it for accuracy.
- 5) Changing your schedule: **If you need to modify your schedule by dropping a course, pull down the options in the Action column for the course.** Highlight **Drop on Web** – then press **Submit** to process the drop. If you don't press the **Submit** button after entering a drop action, you will remain in the course. To add a class, enter its CRN in the **Add Classes Worksheet** box. Press **Submit** to record your add request.

To look up classes: From the **Registration Menu**, click on **Look Up Classes**. Select **Summer 2024** from the term menu. Using the pull-down option, select the subject if you are seeking courses in a specific discipline. Also enter the course number if you are looking for sections of a specific course. You can also search by campus, course level, instructor, meeting day(s) and times.

SUMMER 2024 ONLINE LLM REGISTRATION

Course	SECTION	CRN	Credits	Pre-Requisite	Enrollment Dates
CORP7144 - Govern-Compl-Enforce-Risk Mgmt [LL2]	OLL	26524	2		June 2, 2024 - July 27, 2024
CORP7185 - Financial Privacy Law [LL2]	OLL	25839	2		June 2, 2024 - July 27, 2024
Course	SECTION	CRN	Credits	Pre-Requisite	Enrollment Dates
HLTH7504 - HIPAA Privacy and Security [LL2]	OLL	24877	2		June 2, 2024 - July 27, 2024
HLTH7524 - Children's Health and the Law [LL2]	OLL	25840	2		June 2, 2024 - July 27, 2024
HLTH7560 - FDA Regulation and Liability [LL2]	OLL	24869	2		June 2, 2024 - July 27, 2024
HLTH7580 - CILS-Fraud and Corruption [LL2]	OLL	25844	2		June 2, 2024 - July 27, 2024
HLTH7660 - The Law of Patient Care [LL2]	OLL	26526	2		June 2, 2024 - July 27, 2024
HLTH7670 - Comp Iss for Hlth Care Prov [LL2]	OLL	24853	2		June 2, 2024 - July 27, 2024
HLTH7685 - CRL: Compl Iss for Res Sponsr [LL2]	OLL	25842	2		June 2, 2024 - July 27, 2024
Course	SECTION	CRN	Credits	Pre-Requisite	Enrollment Dates
INDL7550 - Cybersecurity & Prv I:Lw & Pol [LL2]	OLL	24864	2		June 2, 2024 - July 27, 2024
INDL7555 - Cyber & Prv II: Comp Rsk Mgmt [LL2]	OLL	26513	2	INDL 7550 FOR LEVEL LW WITH MIN. GRADE OF D	June 2, 2024 - July 27, 2024
Course	SECTION	CRN	Credits	Pre-Requisite	Enrollment Dates
LABR7000 - Manag Leg Iss in the Workplace [LL2]	OLL	26773	2		June 2, 2024 - July 27, 2024
LABR7030 - Cond Internal Investigations [LLO]	OLL	26774	2		June 2, 2024 - July 27, 2024