

SETON HALL LAW SCHOOL

MSJ

&

GRADUATE CERTIFICATE PROGRAMS

REGISTRATION HANDBOOK  
SPRING 2018

**SETON HALL UNIVERSITY SCHOOL OF LAW  
2018 SPRING SESSION  
REGISTRATION INFORMATION**

**MSJ Program**

The MSJ Program is a 31-credit program which can be completed entirely online or as a hybrid online/traditional in-person degree, at the student's option. MSJ's who elect to pursue a hybrid online/in-person degree attend live elective courses and sit side-by-side with Juris Doctor (JD) and post-JD (LLM) students.

MSJ students must elect to pursue a concentration area in:

- Financial Services Compliance
- Health & Hospital Law
- Intellectual Property Law
- Pharmaceutical & Medical Device Law & Compliance
- Privacy Law and Cyber Security

Dual concentrations may be pursued. An MSJ student pursuing a dual concentration in any two of Health & Hospital Law, Intellectual Property Law, Pharmaceutical & Medical Device Law & Compliance, and Privacy Law and Cyber Security must take nine credits in each subject area in order to be awarded the dual degree. **Additional credits over 31 will be required to earn a dual degree with Financial Services Compliance and any other concentration area.** [Read the policy here.](#)

Once a course of study is chosen, all MSJ students are required to take four foundational courses (five foundational courses for financial services students) in an ONLINE format. In addition to the foundation courses, MSJ students must satisfy the requirements for the concentration area they have chosen through a combination of online or in person core and elective classes. For the complete list of approved classes in each concentration area, follow the links below:

[Financial Services Compliance Concentration Requirements](#)

[Health & Hospital Law Concentration Requirements](#)

[Intellectual Property Law Concentration Requirements](#)

[Pharmaceutical & Medical Device Law & Compliance Concentration Requirements](#)

[Privacy Law and Cyber Security Concentration Requirements](#)

## **Graduate Certificate Program**

Certificate Students: Three courses from one concentration area must be completed to earn a certificate. Refer to the following concentrations to determine certificate requirements:

### **Certificate in Financial Services Compliance**

The Graduate Certificate in Financial Services Compliance is designed for professionals working in a variety of financial institutions or at consulting, auditing and law firms serving those institutions. Our financial law courses provide an intensive exposure to the legal and regulatory framework shaping the financial services industry today. Courses offered are:

- **Cybersecurity & Privacy: Law, Policy, Compliance**
- **EU Data Protection and Privacy Law**
- **Global Corruption: Regulation, Compliance and Enforcement**
- **Governance, Compliance, Enforcement and Risk Management**
- **Introduction to Corporate Finance**
- **Regulating Brokers-Dealers**
- **Regulating Funds and Investment Advisors**
- **Securities Regulation and Compliance**

### **Certificate in Health & Hospital Law**

The graduate certificate in Health and Hospital Law is designed for professionals seeking to enhance their knowledge of legal, regulatory, and ethical issues related to the delivery of healthcare. The target audience includes hospital administrators and compliance officers, physicians, nurses, and other healthcare professionals, state and federal regulators, and patient advocates. Lawyers transitioning into the health arena would also find it very helpful. Courses offered are:

- **Children's Health and the Law**
- **Clinical Research and the Law: Compliance Issues for Research Sponsors**
- **Clinical Research and the Law: Ethical and Regulatory Issues in Designing Clinical Trials**
- **Compliance Issues for Healthcare Providers**
- **Cybersecurity and Privacy: Law, Policy, Compliance**
- **EU Data Protection and Privacy Law**
- **Global Corruption: Regulation, Compliance and Enforcement**
- **HIPAA Privacy & Security**
- **Stark Law and Compliance**
- **The Law of Patient Care**

A Certificate in Health & Hospital Law will be awarded upon completion of three courses. You must take any three courses listed above, in any order you choose.

## Certificate in Intellectual Property Law

The Graduate Certificate in Intellectual Property Law is designed for professionals in any industry who need a background in protecting their brands, inventions, and original works, including those starting a new business. Our intellectual property courses provide an intensive exposure to the patent rights, trademark, and copyright protection laws, as well as related areas, such as trade secrets. No specialized scientific knowledge is required for our intellectual property law courses. Courses offered are:

- **Biotechnology and the Law**
- **Copyright Law**
- **Cybersecurity and Privacy: Law, Policy, Compliance**
- **EU Data Protection and Privacy Law**
- **HIPAA Privacy & Security**
- **Patent & Trade Secrets Law**
- **Trademark & Unfair Competition**

An Intellectual Property certificate will be awarded upon completion of three courses. You must choose two of the following: Patent & Trade Secrets Law, Copyright Law, or Trademark & Unfair Competition Law. The third course may be any other Intellectual Property course listed above.

## Certificate in Pharmaceutical & Medical Device Law & Compliance

The graduate certificate in Pharmaceutical & Medical Device Law & Compliance is designed for professionals seeking to enhance their knowledge of legal, regulatory and ethical issues in the pharmaceutical and medical device industries. The target audience includes pharmaceutical and medical device professionals in compliance, legal, regulatory and medical affairs, sales, marketing, grants and related areas. Courses offered are:

- **Biotechnology and the Law**
- **Clinical Research and the Law: Compliance Issues for Research Sponsors**
- **Clinical Research and the Law: Ethical & Regulatory Issues in Designing Clinical Trials**
- **Compliance Issues in the Life Sciences - Advertising, Promotion and Transparency**
- **Compliance Issues in the Life Sciences - Fraud and Corruption**
- **Cybersecurity and Privacy: Law, Policy, Compliance**
- **EU Data Protection and Privacy Law**
- **FDA Regulation & Liability**
- **Global Corruption: Regulation, Compliance and Enforcement**
- **HIPAA Privacy & Security**

A Certificate in Pharmaceutical & Medical Device Law & Compliance will be awarded upon completion of three courses. You must take three online pharmaceutical law certificate courses listed above, in any order you choose.

## **REGISTRATION**

Any student who wishes to enroll for **JANUARY and/or MARCH 2018** sessions may register for classes using Banner Self-Service (see enclosed Web Registration Worksheet on page 11) starting **Monday, November 13, 2017**.

## **IMPORTANT DATES**

Registration Dates	November 13 to January 13
First Day of Classes	January 14
End of Drop/Add	January 20

## **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
Sonia Cunha, Director of Graduate Law Enrollment	973-642-8744
<b>Help Desk</b>	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 review your account online to determine whether you have any type of hold on your account. If one does exist, you should contact the appropriate department to resolve the hold.

**COURSE CANCELATION**

The Law School reserves the right to cancel any course. In the event of a cancelation, 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 MSJ and Online Graduate Certificate ends **the first Saturday of the term, at 11:59 p.m., EST.** The Drop/Add period for **all live courses** is January 18 to January 24, 2018. Students must drop courses within this period of time in order to avoid a "WD" grade (withdrawal) 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.

**SPRING SESSION TUITION & FEES**

MSJ Tuition_____	\$1,102 per credit
MSJ University Fee_____	\$100.00
MSJ Technology Fee_____	\$110.00
Online Graduate Certificate_____	\$3,306 per course
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 processed online through Banner Self-Service. Payments made with a credit card will be charged a convenience fee of 2.75 percent of the amount charged. All inquiries regarding payment and charges should be directed to the Office of Enrollment Services at (973) 642-8162. **Please note if you enroll in 2 consecutive online courses, you will not incur any late fees for your second course if your balance is paid in full for the second course by the last day of add/drop period, January 20, 2018.**

## **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 for the fall semester, **5 credits in the spring semester**, and 3 credits in the summer semester.

Online Graduate Certificate Courses are not eligible for federal student loans, however, you may be eligible for private student loans if you are enrolled half-time. Please contact the Office of Enrollment Services for additional information.

Online MSJ 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 5 credits for the semester and your attendance has been verified. If you are enrolled in 2 consecutive online courses in a semester, you will reach half-time status at the beginning of the second course. If all requirements have been completed by you prior to the tuition bill due date, you will not incur any late fees as a result of this delayed disbursement. If you have any questions, please contact Enrollment Services at 973-642-8850.

## **MAY 2018 DEGREE APPLICATION**

All MSJ candidates who intend to complete degree requirements after the 2018 Spring Session, must file an online "[Application for Graduation](#)" form with the Office of Enrollment Services. Applications must be received by **April 2, 2018**. **Failure to file this application may result in the student's graduation date being the next available date after the succeeding semester.**

## **STUDENT RIGHTS UNDER FERPA**

To view your rights as a student under the Family Educational and Privacy Act, please click on the above blue link.

## **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.

For both the Fall and Spring semesters, students will be administratively withdrawn from a course if they exceed the below number of absences:

- 4 class sessions per week - 13 classes
- 3 class sessions per week - 9 classes
- 2 class sessions per week - 6 classes
- 1 class session per week - 3 classes



## **EXAMINATIONS FOR ON-SITE CLASSES**

Final examinations will not be scheduled until after the Drop/Add period. Students who have an exam conflict may then request a rescheduling of an examination based on the Law School's Conflict Policy. The exam schedule will be posted on our website by the week of February 19, 2018.

### **SPRING 2018**

#### **TAKE-HOME EXAMINATIONS**

CORP8133	EM	Business Planning	Broderick/Vajtay
CORP8132	EM	Corporate Finance	Lubben
INDL8340	EM	Cybersecurity-Comp Crimes-PS	Opderbeck
INDL7305	EM	Entertainment Law	Sheppard
HLTH8505	MM	HealthCare Fraud and Corrup	Boozang/Elberg
INDL7330	WS	Internet Law and Gov Found	Opderbeck
HLTH8508	EM	Medical Malpractice	Britcher

### **SPRING 2018**

#### **IN-CLASS EXAMINATIONS**

PUBG7801	EM	Administrative Law	Lao
INDL8301	MM	Copyright Law	Politano
HLTH7503	MM	Health Law	Boozang/Coleman/Maldonado
INDL7301	EM	Intellectual Property	Bernstein
INDL9305	MM	Patent Claim Drafting	TBA
INDL8302	MM	Trademark and Unfair Comp	Zeide
INDL9322	MM	Trademark Registration	Farber

## SPRING 2018 Semester - Academic Calendar for Online Instruction

### JANUARY Course Start Date

January 14	First Day of Classes
January 15	Martin Luther King Day - No classes
January 20	Last Day of Drop/Add
March 10	Last Day of Classes

### MARCH Course Start Date

March 18	First Day of Classes
March 24	Last Day of Drop/Add
April 2	Deadline for May 2018 Degree Application
May 12	Last Day of Classes
May 24	Graduation Ceremony

## SPRING 2018 Semester - Academic Calendar for On-Site Courses

January 15	Martin Luther King Day – No Classes
January 18	First Day of Classes
March 4-10	Spring Break
March 29-30	Holy Thursday/Good Friday – No Classes
April 26	Last Day of Classes
April 28 to May 1	Reading and Review Period
May 2-5	Exams
May 7-11	Exams
May 24	Graduation Ceremony

## 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 and then Banner Self-Service link.
- 3) On the Main Menu, click on **Student and Financial Aid**, then on **Registration**. On the next menu screen, click on **Add or Drop Classes**. Click **Submit** to confirm Spring 2018 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 **Spring 2018** 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.

CRN	Course Number	Title	Day	Time

<b>Subject: CORP - Corporate Law</b>							
Course	SECTION	CRN	Credits	Pre-Requisite	Course Dates	Comments	
CORP7140 - Introduction to Corporate Law [LMO] - FOR MSJ ONLY	OLA	13574	3		1/14/18 - 3/10/18	Financial Services Compliance Concentration Only	
CORP7144 - Govern-Compl-Enforce-Risk Mgmt [LMO] - FOR MSJ ONLY	OCA	13575	3		3/18/18 - 5/12/18	Financial Services Compliance Concentration Only	
	OLA	14841	3		1/14/18 - 3/10/18		
CORP7150 - Regulating Depository Banks [LWO]	OLA	14849	3	CORP 7140 FOR LEVEL LW WITH MIN. GRADE OF D	1/14/18 - 3/10/18		
CORP7170 - Securities Reg and Compliance [LMO]	OCA	13576	3		3/18/18 - 5/12/18		
CORP7180 - EU Data Protect and Priv Law [LWO]	OCA	13578	3		3/18/18 - 5/12/18		
CORP8165 - Intro to Corporate Finance [LMO]	OLA	14845	3	CORP 7140 FOR LEVEL LW WITH MIN. GRADE OF D	1/14/18 - 3/10/18		
CORP8170 - Regulating Broker-Dealers [LWO]	OCA	13580	3	CORP 7170 FOR LEVEL LW WITH MIN. GRADE OF D	3/18/18 - 5/12/18		
CORP8180 - Regulating Funds & Invest Adv [LWO]	OCA	14851	3		3/18/18 - 5/12/18		
<b>Subject: HLTH - Health Law</b>							
Course	SECTION	CRN	Credits	Pre-Requisite	Course Dates	Comments	
HLTH7390 - Intro to Law and Legal Writing [LMO] - FOR MSJ ONLY	OLA	13546	4		1/14/18 - 3/10/18		
HLTH7400 - Fundamentals of Business Law [LMO] - FOR MSJ ONLY	OLA	13549	3		1/14/18 - 3/10/18		
HLTH7402 - Constitutional Law Survey [LMO] - FOR MSJ ONLY	OCA	13548	3		3/18/18 - 5/12/18		
	OLA	13547	3		1/14/18 - 3/10/18		
HLTH7404 - Intro to Contracts and Torts [LMO] FOR MSJ ONLY	OCA	13573	3		3/18/18 - 5/12/18	Financial Services Compliance Concentration Only	
HLTH7409 - Torts-Liability for Civil Wrsg [LMO] - FOR MSJ ONLY	OCA	13572	3		3/18/18 - 5/12/18		
HLTH7504 - HIPAA Privacy and Security [LWO]	OCA	13564	3		3/18/18 - 5/12/18		
	OLA	13563	3		1/14/18 - 3/10/18		
HLTH7524 - Children's Health and the Law [LWO]	OLA	13567	3		1/14/18 - 3/10/18		
HLTH7560 - FDA Regulation and Liability [LWO]	OCA	13551	3		3/18/18 - 5/12/18		
	OLA	13550	3		1/14/18 - 3/10/18		
HLTH7580 - CILS-Fraud and Corruption [LWO]	OLA	13553	3		1/14/18 - 3/10/18		
HLTH7590 - CILS-Advertising-Promo-Tran [LWO]	OCA	13552	3		3/18/18 - 5/12/18		
HLTH7660 - The Law of Patient Care [LWO]	OCA	13558	3		3/18/18 - 5/12/18		
HLTH7670 - Comp Iss for Hlth Care Prov [LWO]	OCA	13561	3		3/18/18 - 5/12/18		
	OLA	13559	3		1/14/18 - 3/10/18		

	HLTH7680 - CRL:Ethical Reg Iss Des CI Trl [LWO]	OCA	13557	3		3/18/18 - 5/12/18	
	HLTH7685 - CRL: Compl Iss for Res Sponsr [LWO]	OLA	14842	3		1/14/18 - 3/10/18	
	HLTH7690 - Stark Law and Compliance [LWO]	OCA	13565	3		3/18/18 - 5/12/18	
	HLTH8505 - HealthCare Fraud and Corrup [LEC]	ZZ	12513	3			On-Site - Newark Campus
	HLTH9529 - Biotechnology and the Law [LWO]	OCA	13554	3		3/18/18 - 5/12/18	
<b>Subject: INDL - Intellect - Indust Prop</b>							
	Course	SECTION	CRN	Credits	Pre-Requisite	Course Dates	Comments
	INDL7301 - Intellectual Property [LEC]	ZZ	12470	4			On-Site - Newark Campus
	INDL7500 - Patent and Trade Secret Law [LMO]	OLA	14847	3		1/14/18 - 3/10/18	
	INDL7550 - Cybersecurity Priv Lw-Pol-Comp [LWO]	OLA	13555	3		1/14/18 - 3/10/18	
	INDL8302 - Trademark and Unfair Comp [LEC]	ZZ	12475	4			On-Site - Newark Campus
	INDL8302 - Trademark and Unfair Comp [LWO]	OCA	13568	3		3/18/18 - 5/12/18	
	INDL9310 - Patent App Prep and Pros [SEM]	ZZ	12473	3	INDL 8303 FOR LEVEL PR WITH MIN. GRADE OF D		On-Site - Newark Campus
	INDL9322 - Trademark Registration [SEM]	ZZ	12474	3			On-Site - Newark Campus
<b>Subject: LABR - Labor and Employ Law</b>							
	Course	SECTION	CRN	Credits	Pre-Requisite	Course Dates	Comments
	LABR7000 - Manag Leg Iss in the Workplace [LWO]	OLA	13570	3		1/14/18 - 3/10/18	
	LABR7030 - Cond Internal Investigations [LLO]	OCA	14844	3		3/18/18 - 5/12/18	
	LABR7600 - Workplace Privacy Law [LWO]	OLA	14853	3		1/14/18 - 3/10/18	
<b>Subject: PUBG - Public Law - Government</b>							
	Course	SECTION	CRN	Credits	Pre-Requisite	Course Dates	Comments
	PUBG7801 - Administrative Law [LEC]	ZZ	13859	4			On-Site - Newark Campus