The Law School Registrar’s Office has received a number of questions about preferences. We have prepared this memo to answer some of the questions. If you have other questions please let the Registrar’s Office know.

1. How many preferences do I get while I’m in Law School?
Each student is given one (1) preference for their entire legal study that he or she can choose to use for a seminar or problem course. Your preference is exhausted only if you are admitted by lottery to the seminar or problem course, not if you are admitted from the waitlist. You have one preference until it is exhausted.

Preferencing a course increases the likelihood of admission. Because the preference increases the odds of getting into a course but does not guarantee admission, there is one situation in which the basic preference is permitted to acquire additional power (i.e. Super Preference; see question 3).

2. How do I know which courses can be preferenced?
Courses available for preferencing are found in Step 2 of the on-line Course Selection process.

3. What is a Super Preference?
If a student:
(1) uses his or her preference to attempt to enroll in a particular course; and
(2) is not admitted to the course despite the preference; and
(3) does not then exhaust the preference in another course, the student may subsequently use the preference again for that same course (if it is offered) as a Super Preference.

In these circumstances, the preference becomes a Super Preference for that course and gives the student enrollment priority over other categories of students (as explained below). Please note that the Super Preference exists only in these very specific circumstances and applies only for a course that is identical to (or, in the judgment of the Associate Dean for Academic Affairs, effectively identical to) the course that the student had previously tried unsuccessfully to preference.

4. How are slots in seminars and problem courses filled?
1. In courses designated as international offerings: the first slots are filled by third-year students who are enrolled in the JD with Specialization in International Legal Affairs program and by third-year JD-LLM dual degree candidates for international and comparative law seminars at the time of pre-registration.

2. The next slots go to those students who have a Super Preference -- that is, those who previously preferenced the particular course and were not admitted and who are now preferencing the course a second time. (JD and JD-LLM dual degree candidates)

3. The next slots are filled by students using the basic preference. (LLM, JD, and JD-LLM dual degree candidates)

4. The next slots are filled by any third-year students who otherwise are in danger of failing to fulfill their writing requirement by the time of graduation and exchange students. (Students are warned not to count on this method of gaining entry into the seminar of their choice. In many seminars, all available slots are already filled by this point, and so the "third-year need" priority typically assures only that the student will be placed in some seminar.)

5. Any remaining slots are filled with any remaining requests.
5. What does the coding mean and how do I figure out how to code my choices?
In Step 2 of the on-line pre-registration process you may select up to three courses and you must code them with Ps and/or Os.
   The P stands for Preference.
   The O stands for Other.
These codings allow the computer program to fill slots in seminar and problem courses according to the priorities listed in answer to question 4.

6. When do I use P1 and/or P2?
If you decide that you want to use your preference, then you will use the P codings.
   P1: You use P1 to indicate your first preference.
   P2: If you have a second preferred course that you would like to be considered for in case you do not get into your P1 choice, you would code that as P2.
When you code a second selection as P2, this tells the computer program that if you do not get into your P1 choice, it should look at your P2 choice for consideration. In other words, if you are NOT admitted to your P1 selection, your P2 will be changed to P1 by the computer.

Please note: if you want to be considered for enrollment in both your P1 and your P2 choice, if space is available, please read the next question and answer on how to code the P2 choice so this will happen.

7. What if I want to be considered for both my P1 and P2 choice? (Using “O1” with “Ps”)
If you want to be considered for enrollment in both your P1 and your P2 choice, if space is available, you must add O1” to your second selection (e.g. P2, O1). In other words, if you are admitted to your P1 choice, the computer will ignore your P2 choice, unless you have also coded it as O1 (i.e. P2 O1).

8. When do I use just the O1, O2 and O3 (Other 1, Other 2, Other 3)?
These codings are used when selecting seminar and problem courses if you have exhausted your preference or you do not wish to use it at this time. It is a way to rank your choices of seminar/problem courses. You rank them in order of interest by selecting O1, O2, or O3. Note: You must start with an O1, then go on to O2 and O3 if needed.

9. What if I enter a Preference Code but I’ve already used my preference some other semester? Will the computer let me use it twice?
Before the program is run to select students for limited enrollment classes, the Registrar’s Office checks the codings to make sure that everyone using their Preference is entitled to do so, i.e. has not already used it for a course some other semester.

10. How do I know if I have used my Preference?
If you can’t remember whether you have used your Preference or whether you were admitted to a seminar/problem course with your Preference, just stop by the Registrar’s Office. They can look up your record and tell you.

11. If I drop a course I got into with my Preference, do I get the Preference back?
If you were admitted to a course because you preferredenced it and then decide you don’t want it, as long as you drop it before the end of the Limited Enrollment Add-Drop period, you will get your Preference back.

Other questions? If you have any questions about the Preferencing process, or you’re not sure you did it right, please stop by the Registrar’s Office before pre-registering for limited enrollment courses.