

Courses, Books, Exam software and Assignments

Dear 1L (part-time) students,

Good morning. I hope your week has gone well.

Now that the registration process has run, the majority of you are registered for your 1L courses. Please login to Cardinal Students (Manage Classes tile) to view your course sections, class days and times, and professors. Although Cardinal Students will not indicate this, please know your zero credit 'Professional and Academic Foundations' course will meet every-other-week (online) over the full academic year. Deans Dietrich and McDermott will provide you with more detailed information regarding this course.

If you do not yet see your Fall 2024 courses, this is due to the 'Statement of Financial Responsibility' hold still residing on your Cardinal Students record. As soon as possible, please accept the Statement of Financial Responsibility (Student Account tile). I will continue to regularly run the registration process, so once you complete the Statement of Financial Responsibility process your courses should appear within approximately one business day.

In addition, now that you have been registered for courses, you can start to plan for the purchase or rental of your texts. Our [Book Lists](#) website contains information about the books/materials you will need for your courses. Once at this site, please click on the '1L Fall 2024 Booklist' link to see the books for your given course sections (the part-time division listings are towards the bottom of the document). Please feel free to purchase your books wherever you prefer (the CatholicU Online Bookstore is the official University bookstore). In addition, please know you likely do not want to purchase an e-text, as these may become problematic when you are taking exams (in the event you have an open-book exam). For most exams, you are blocked from having access to anything electronic except for our specially designed exam software (Exemplify).

Speaking of Exemplify, you will be required to use this software for the vast majority of your Law School midterms and final exams. While you cannot yet download this software, I recommend taking a look at the [minimum system requirements](#) for either Windows or Mac users. The key item is making sure your laptop uses a Windows or Mac operating system which is supported by the current versions of Exemplify. Please know the Law School does **not** currently allow the use of iPads when taking exams.

Lastly, please know your first class assignments/syllabi will come directly from your individual professors. They will likely reach out to you via email (your CardinalMail e-mail address). Please do not worry if this does not occur immediately or even within the next week or two. However, please know it is very likely they will reach out to you prior to orientation. They may also mention our course management software TWEN or Brightspace. The former is law school specific; the latter is the main University course management tool. Many professors use TWEN or Brightspace to manage assignments, readings and communications. During orientation you will receive more information regarding both of these options.

I hope this information is helpful. Please do not hesitate to email me if you have any questions or concerns or if I can be of any help as you prepare for the Fall semester. I look forward to meeting you in person in August. Enjoy the rest of the summer.

Stuart

Stuart Schept
Registrar/Senior Assistant Dean for Academic Services
Columbus School of Law
The Catholic University of America
202-319-5003
schept@law.edu