Week One 2023
Checklist for First-Year Simulation Courses

❏ **EXPLORE.** Go to the First-Year Week One 2023 Simulations webpage; review the course descriptions, professor bios, and meeting times. You can also do so via the Curriculum Guide.

❏ **REFLECT.** Think about your interests and the kinds of legal skills and practice areas you would like exposure to; decide which courses align with those goals and interests.

❏ **REVIEW.** Review our FAQs and make sure you understand the course policies (regarding credit & tuition, mandatory attendance, and withdrawals). Email lawexp@georgetown.edu with questions.

❏ **SIGN UP.**
   Part I: First-Year Simulation Course Preference Form Process
   ❑ The *Week One 2023 First-Year Simulation Course Preference Form* for indicating your Week One course preferences will open at **9:00 a.m. ET on Monday, October 17, 2022**. The Office of Experiential Education will email students with the link and it will be posted to the First-Year Week One 2023 Simulations webpage. The deadline by which to complete this form is **5:00 p.m. ET on Monday, October 24, 2022**.

   Note:
   - Submissions will **not** be accepted after 5:00 p.m. ET on Monday, October 24, 2022.
   - This is **not** a first-come, first-served process.
   - You are only permitted to indicate preference for up to **three** choices on this form.
   - Select each course – up to three courses – you are interested in taking; however, please do not indicate preference for a course if you have no plans to take that course.
   - Emailing the faculty will **not** help your chances of receiving a seat in a course.
   - Evening students have priority for courses that meet at 6:00 p.m. ET.

   ❏ The results of the First-Year Simulation Course Preference Form process will be available on **Friday, October 28 by 12:00 p.m. ET** via MyAccess. If you win a seat through this process, it will be added to your Spring 2023 course schedule by the Registrar's Office.
      - To view your results, use the following path on MyAccess:
         ➢ Student Services > Registration > Student Schedule

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☐ Live Registration access (via MyAccess) for the first-year Week One 2023 simulation courses opens at **5:15 p.m. ET on Wednesday, November 2**, and closes at **3:00 p.m. ET on Monday, November 28***.

- *Once the Live Registration process begins and until **4:00 p.m. ET on Monday, November 21**, you can add yourself to as many first-year simulation course waitlists as you would like via MyAccess. Add/Drop and Waitlist instructions via MyAccess may be found here.

- **Daily** waitlist lotteries (excluding holidays and weekends) will run at 4:00 p.m. ET from **Thursday, November 3 through Monday, November 21**. Students awarded seats will have 23 hours to claim them. ***Note***: Students who win a seat in a Friday lottery must accept the seat by Saturday. More information about how to accept a waitlist seat may be found here.

  Note:
  - If there are available seats and no one on the waitlist for a given first-year Week One simulation course, students will be able to directly enroll in/add the course to their course schedule.

  - Whether or not you win a seat through the First-Year Simulation Course Preference Form process (and whether or not you participate in the First-Year Simulation Course Preference Form process), you can add yourself to as many first-year simulation course waitlists as you would like. That said, **students can only *enroll in and take* a maximum of one Week One 2023 first-year simulation course**. To be clear, if you are enrolled in one course but want to accept a seat for another course that you win in the Live Registration waitlist lottery process, you will need to drop the course you no longer want to be enrolled in first.

  - Emailing the faculty will **not** help your chances of receiving a seat in a course.

  - If you are enrolled in a Week One course and decide that you want to drop it, you can do so once access to Live Registration opens at **5:15 p.m. ET on Wednesday, November 2** until **3:00 p.m. ET on Monday, November 28**.

  - **After 3:00 p.m. ET on Monday, November 28, permission to drop from the course professor(s) _and_ Assistant Dean for Experiential Education is required.** The Assistant Dean will grant such requests only when remaining enrolled in the course would cause significant hardship for the student. To request permission to drop a Week One course after 3:00 p.m. ET on Monday, November 28, students should **send one email to both the course professor(s) _and_ the Assistant Dean for Experiential Education accordingly** and provide an explanation as to why remaining in the course would cause significant hardship for them.

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Part III: Manual Enrollment Process

- If there are any remaining available seats in the first-year Week One 2023 Program after 3:00 p.m. ET on Monday, November 28, the Office of Experiential Education will try to fill them via a manual enrollment process (*details forthcoming*).

❏ **BE ON THE LOOKOUT FOR READING ASSIGNMENTS.** Most faculty assign reading over winter break. You should expect an email with instructions and a syllabus by mid-December.

❏ **Attendance for the entirety of all four class sessions is mandatory!**