

Summer and Fall 2019 Registration

How to Register for Courses Using Student Planning

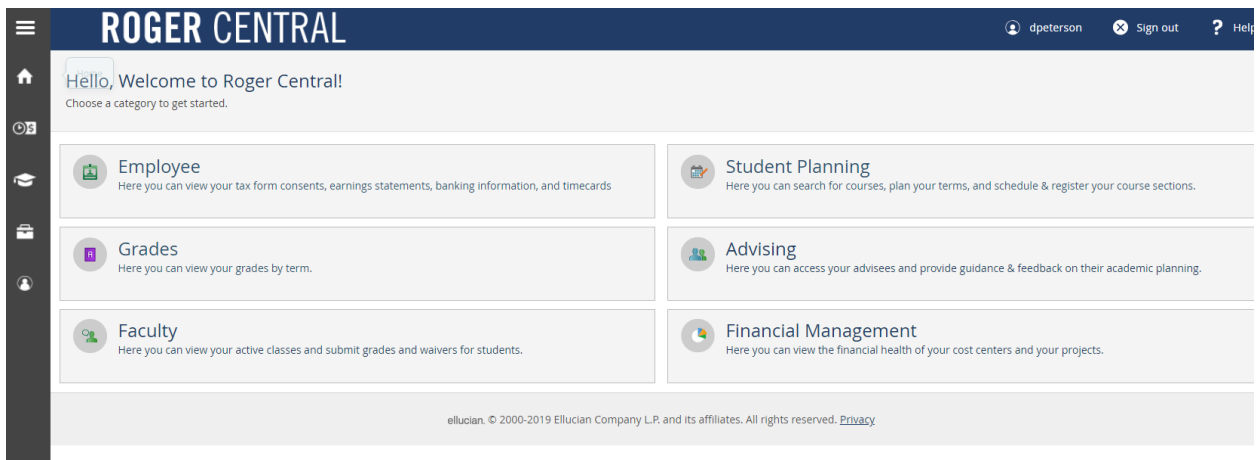
Student Planning is a tool that if used properly could help you plan your Academic career at Roger Williams University School of Law. It is shared with the rest of the University so on first login it requires some cleanup and preparation. You can plan courses for your three years based on how often and when we normally offer them. It does not mean the courses are 100% guaranteed to be offered in that certain term, however, we will give you the best information possible. You should always plan alternatives and backups. Planning your registration ahead of time will always help you on your actual day of registration.

Roger Williams University School of Law Students register for classes through Roger Central. The link to this portal can be found on the [Law School home page](#) by selecting Roger Central from the “Current Students” menu at the top. From here you will be directed to the login page.

Type your user name and domain into the domain/user name box. (Example: jsmith123@academics.rwu) 2. Type your password in the password box. The default password is your first initial, last initial, last four of your social followed by RWU (Example: js1234RWU) Once you have successfully signed in, you will be directed to the front page of Roger Central.

1. First step is to set up your remaining terms here at Roger Williams University.

Click on “Student Planning”.



The screenshot displays the Roger Central dashboard. At the top, the header reads "ROGER CENTRAL" and includes a user profile for "dpeterson" with a "Sign out" button and a "Help" link. Below the header, a welcome message says "Hello, Welcome to Roger Central!" with a prompt to "Choose a category to get started." The main content area is divided into six categories, each with an icon and a brief description:

- Employee**: Here you can view your tax form consents, earnings statements, banking information, and timecards.
- Student Planning**: Here you can search for courses, plan your terms, and schedule & register your course sections.
- Grades**: Here you can view your grades by term.
- Advising**: Here you can access your advisees and provide guidance & feedback on their academic planning.
- Faculty**: Here you can view your active classes and submit grades and waivers for students.
- Financial Management**: Here you can view the financial health of your cost centers and your projects.

At the bottom of the dashboard, there is a footer with the text: "ellucian. © 2000-2019 Ellucian Company L.P. and its affiliates. All rights reserved. [Privacy](#)"

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2. Next step is to click the “Student Planning” drop down menu at the top and select “Plan and Schedule”. Delete any term that does not say Law and add all terms that do for your next three years.

Academics > Student Planning > Plan & Schedule

Plan your Degree and Schedule your courses

Schedule | Timeline | Advising | Petitions & Waivers

< > Law Spring 2019 - +

Filter Sections > Save to iCal Print

No Courses Selected For This Term

	Sun	Mon	Tue	Wed
8am				
9am				
10am				
11am				
12pm				
1pm				
2pm				

Schedule | Timeline | Advising | Petitions & Waivers

< > Law Spring 2019 - +

Filter Sections > Save to iCal Print

Planned: 0 Credits Enrolled: 0 Cred

No Courses Selected For This Term

Add a Term to Your Plan

Please select a term to be added to your plan:

Law Fall 2021

Cancel Add Term

	Sun	Mon	Tue	Wed	Thu	Fri
11am						
12pm						
1pm						
2pm						
3pm						
4pm						
5pm						
6pm						
7pm						

You have now done the appropriate setup and can start planning your courses.

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3. Click the Student Planning drop down again and select "Planning Overview". Click on "View Your Progress" as this will bring up your degree audit.

The screenshot shows the 'Student Planning' interface. At the top, there are navigation tabs for 'Academics', 'Student Planning', and 'Planning Overview'. Below this is a section titled 'Steps to Getting Started' with a search bar on the right. Two numbered steps are shown: 1. 'View Your Progress' with a 'Go to My Progress' link, and 2. 'Plan your Degree & Register for Classes' with a 'Go to Plan & Schedule' link. Below the steps is a table with columns for 'Programs', 'Cumulative GPA', and 'Progress'. The 'Programs' column shows 'LAWJD' and the 'Cumulative GPA' column shows '(2.000 required)'. Below this is a 'Fall 2019 Schedule' grid with columns for days of the week (Sun-Sat) and rows for times (8am-9am).

4. Scroll through your degree audit and click on the course you want to plan and/or register; or click on search in the light blue box above that requirement to search for all courses that meet that requirement. A third option would be to enter "law..." or law.749" in the "search for courses" near the top of the screen.

The screenshot shows the 'Law Requirements' section. It includes a header 'Law Requirements' and a sub-section 'A. REQUIRED COURSES'. Below this is a table of required courses. The table has columns for 'Status', 'Course', 'Grade', 'Term', and 'Credits'. The first row is highlighted in yellow and has a search button above it. A blue arrow points to the search button, and another blue arrow points to the course link 'LAW-600' in the first row. The table lists the following courses:

Status	Course	Grade	Term	Credits
Planned	LAW-600		19/FA	3
Not Started	LAW-610			
Not Started	LAW-623			
Not Started	LAW-604			
Not Started	LAW-616			

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5. You can filter your search using the toolbar on the left side. You can only select one option from each section of search values (one term for example) Click "View Available Sections" to see which sections are offered. This is where you can also add it to a future term plan.

The screenshot shows the Roger Central Student Planning interface. At the top, there is a navigation bar with "Academics", "Student Planning", and "Course Catalog". Below this is a search bar with the text "Search for Courses and Course Sections" and a search icon. On the left side, there is a "Filter Results" sidebar with sections for SUBJECTS, LOCATIONS, TERMS, DAYS OF WEEK, TIME OF DAY, and INSTRUCTORS. The main content area shows "Filters Applied: None" and details for "LAW-655 Professional Responsibility (2 Credits)". The details include "No description available.", "Requisites: None", "Locations: RWU School of Law", and "Offered: Spring & Summer". There is a button "Add Course to Plan" and a link "View Available Sections for LAW-655".

6. Click on "Add Section to Schedule". You may see current terms here, make sure you select the proper registration term.

The screenshot shows the course details page for "LAW-655 Professional Responsibility (2 Credits)". It includes a button "Add Course to Plan" and "No description available.". Below this, it lists "Requisites: None", "Locations: RWU School of Law", and "Offered: Spring & Summer". A section titled "View Available Sections for LAW-655" is expanded to show sections for "Law Spring 2019" and "Law Summer 2019".

Seats	Times	Locations	Instructors
3	W 3:30 PM - 5:10 PM 01-07-2019 - 05-11-2019	RWU School of Law, School of Law 262 Lecture	Kuckes, N

Waitlisted	Times	Locations	Instructors
0	W 3:30 PM - 5:10 PM 01-07-2019 - 05-11-2019	RWU School of Law, One Empire Plaza 429 Lecture	Kuckes, N

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Click on “Add Section”.

Section Details

LAW-655-W Professional Responsibility
Law Summer 2019

Instructors	Margulies, P (pmargulies@rwu.edu)
Meeting Information	W 6:00 PM 8:30 PM 05-20-2019 - 08-05-2019 RWU School of Law, School of Law 285 (Lecture)
Dates	05-20-2019 - 08-05-2019
Seats Available	50 of 50 Total
Credits	2
Grading	<input type="text" value="Graded"/> ▾
Requisites	None
Course Description	No Description Available
Books Total	

Close	Add Section
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Click “Back to My Progress” to continue adding courses to your current or future terms.

Academics > Student Planning > Course Catalog

Search for Courses and Course Sections

Search for courses...

Filter Results

The following results match requirement: 2L REQUIRED

Filters Applied: None

LAW-627 Criminal Procedure (3 Credits) Add Course to Plan

This course examines the procedural aspects of the criminal justice system.

Requisites: None

Locations: RWU School of Law

Offered: Spring & Summer

View Available Sections for LAW-627

LAW-639 Constitutional Law I (3 Credits) Add Course to Plan

No description available.

Requisites: None

Locations: RWU School of Law

If you have added all the courses you want to plan for your current registration then click on the “Student Planning” tab at the top of the page and select “Plan and Schedule”. Make sure that the proper term is on the screen for registration.

Click “Register Now” at the top right part of the screen. If you cannot click the button to register, you may have a Bursar or Health Immunization hold. You will see that message in the this bar.

Academics > Student Planning > Plan & Schedule

Plan your Degree and Schedule your courses

Search for courses...

Schedule | Timeline | Advising | Petitions & Waivers

Law Summer 2019

Remove Planned Courses Register Now

Your registration period for Law Summer 2019 begins on 03-18-2019 at 12:00 AM Refresh

Planned: 2 Credits Enrolled: 0 Credits Waitlisted: 0 Credits

LAW-655-W: Professional Responsibility

Planned

Credits: 2
Grading: Graded
Instructor: Margulies, P
05-20-2019 to 08-05-2019
Seats Available: 50

Meeting Information

Register

View other sections

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If your registration was successful, you will now see your classes in green (instead of yellow) in the above screenshot.