

### Law School Bidding

Bidding consists of 2 rounds of bidding for the fall and spring terms. Fall also has a “Last Chance” period in which students cannot place bids but can cancel them to recoup bid points for use in the winter or spring terms. Winter intersession has 1 round of bidding along with a “Last Chance” period to recoup bid points for use in the spring.

Students are assigned bidding points for the entire academic year (fall, winter intersession, and spring). Students bid the number of points they wish for classes they want, and the lowest successful bid in each course establishes the cost, or floor price, of that class for that round of bidding. If the class does not fill, a successful bid will cost one point. If the class does fill, the cost is the lowest number of points successfully bid for that class in that round, regardless of the number of points that were bid. Each round establishes a separate cost for each class.

Points bid in excess of the floor price are returned to the student’s account at the end of the round. Students should make sure, at the end of fall bidding, to save enough points in their account to bid for spring classes.

Regardless of program or year in school, the bidding system allows one to bid heavily (and successfully) for any class. The system is specifically designed to address the 15% or so of classes where demand exceeds capacity in a fair and clear way.

After bidding ends, the “Good” bids will be processed to enrollment in CAESAR. Registration holds will prevent enrollment from processing.

Points do not roll over from year to year, and points are not required for Summer registration, so there is no value in saving points at the end of Spring bidding.

**For newly admitted LLM students and transfer students**, you need to be matriculated by the Admissions office and have a working NetID and password. Newly admitted students will be matriculated and activated in early August.

**For newly admitted JD students**, first-semester, first-year courses and schedule are predetermined. You are automatically enrolled in your first semester classes. You will have the opportunity to enroll in two electives in the spring term, but you do not need to do anything in the fall term. Your class schedule will be available on CAESAR during Orientation.

## **Round 1**

Students can place, modify or delete bids during round 1.

### **General Principles**

**Entering Bids:** The system requires students to differentiate between classes by assigning point values to each class. Each class must have a different number of bid points assigned.

**Time Conflicts:** Bids may be placed for classes that have a time conflict, however, the system is designed to consider the class with the higher number of points first and, if successful, deny the class with the lower number of points because of the time conflict.

**Multiple Section Courses:** Bids may be placed for multiple sections of the same course. The system will place the student in the section with the higher bid if it can, and deny placement in sections where fewer points were bid.

**Maximum Number of Bids and Credits:** Students may submit bids for up to 10 classes. The bidding system will stop placing a student in classes or on wait lists when to do so would give him or her more than 17 semester hours of credit; 17 credits is the ABA maximum.

**Co-Requisites:** If a class has a co-requisite, more points must be bid for the co-requisite class than the class that requires it.

**Non-Biddable Courses:** Some courses are elective, non-biddable courses. Students are enrolled in non-biddable classes manually by the Registrar's Office, but these classes are not "free." A student must have sufficient points to "pay" for non-biddable classes at the rate of 25 points per credit hour.\* The Registrar's Office will adjust point accounts manually when the student is enrolled. Examples of elective, non-biddable classes are Practicum: Judicial, Senior Research, Trial Team, and, in the spring, all Clinic classes in which students are continuing from a fall enrollment. Be sure to save some points in the fall to enroll in any of these classes in the spring as additional points will not be allocated to students.

\*Some courses, such as study abroad and intensive practicum cost more

**Bidding Strategy:** Under "Recent Announcements" on the [Registrar's Page](#) is a link to the bidding history for each professor or class. Links to instructor and course bidding history can also be found on the Submit/Change bids page after selecting a class on which to bid. These histories will help decide how many points to bid. Please note that the bidding histories do not provide perfect information. The bidding desires of the students change from semester to semester and with each residential population of students. Thus, please use the history as a guide, not an absolute, to judge the number of points to bid this semester to secure a seat in the class. The bidding points permit students to accurately express the strength of his or her class preferences. If one truly prefers a specific class, bid high, understanding that points in excess of the cost of the class are returned at the end of Round 1.

## Post Rounds 1 and 2

**Bidding Results** After Rounds 1 and 2, the Registrar's Office will process all bids to a result. Students will be able to view their results in CAESAR and can cancel a bid that places the student in a class or on a wait list to recapture the points that were "spent." Students can see the points that he or she bid for each class as well as the actual bid cost of the class. If a student was unsuccessful in securing a place, the system will explain why.

**Bid v. Cost Values:** A successful bid in either round will "cost" either one point, if the class does not fill or, if the class fills, the lowest number of points successfully bid for that class, regardless of the number of points that were bid.

**Wait List Positions:** Wait list positions "cost" the number of points bid on the class (regardless of the "cost" of a place in the class to the last successful bidder). If a student cancels a wait list position after Round 1, the student can recapture the points, but will lose their position on the wait list. He or she may re-bid on the class in Round 2, but the position will be lower on the wait list than those students on the wait list from Round 1. Once on a wait list from Round 1, the waitlist position will not be superseded by a higher point bid in Round 2. Wait list positions "cost" the number of points bid, regardless of whether a student is ever admitted to the course.

"Good" bids successfully secured the student a spot in the class, and will result in enrollment in the class at the conclusion of bidding. Your bidding "cost" is equal to the lowest successful bid on the course; courses that are open at the end of Round 1 "cost" 1 point.

"Denied" bids were not successful for one of the following reasons:

- **Credits (CRED)**– Enrolling in the class would exceed the ABA limit of 17 credits per semester.
- **Time (TIME)**– Students may bid for classes that have a time conflict, however, the system is designed to consider the class with the higher number of points first and, if successfully enrolled in the course with the higher number of bid points, it will deny the class with the fewer number of points because of the time conflict.
- **Section (SEC)**– A student placed a successful bid placed in another section of the same course on which bid more points were bid.
- **Enrollment (ENRL)** –The course was previously taken and thus cannot be taken again for credit.
- **Pre-Req (PREREQ)**– The pre-requisite for this course has not been satisfied.
- **Wait List** – The bid was not high enough to secure a space in the class before it filled and resulted in being waitlisted for the class. If the class is full, the message "SIZE" followed by a number (e.g. "001" or "025") will appear; the number is the position on the wait list.

After round 2 closes, the bids will be processed by the Registrar's Office and a summary of round 1 and 2 bids will be posted for students to view.

Just like after Round 1, any "Good" bids will turn into enrollment at the conclusion of bidding.

## **Round 2**

A student can continue to bid if he or she is not satisfied with their bidding results after round 1. However, if the results are satisfactory after round 1, there is no need to bid in round 2.

For those bidding in Round 2, the Registrar's Office will post a summary of Round 1 bidding results that includes open classes, wait list sizes and the points cost for each class on their [webpage](#).

Bids may be cancelled/deleted for successful or waitlist spots during Round 2. New bids using the Round 1 bidding instructions may be added. Remember, however, that entering new bids for a waitlist spot, will add the student to the waitlist behind those who secured spots on the waitlist during Round 1.

**A Tip about Waitlists During Round 2:** During Round 2 bidding, a process runs daily that promotes people from wait lists into places in classes that are created when others cancel bids. This process runs only when our office is open (and thus does not run on the weekends or holidays). This process will not promote a student from a wait list if doing so would cause him or her to exceed 17 credits.

## **Last Chance and Open Enrollment**

During the Last Chance period during fall and winter bidding, the student can cancel good or waitlist bids to recoup points for the upcoming term. No new bids can be processed, only cancellations.

Please note, it is important to carefully review all "Good Bids" and cancel any that are unwanted before the end of the "Last Chance" period.

Students will be enrolled into the courses by the Registrar's Office. Between Last Chance and Add/Drop no changes can be made to a student's schedule until Add/Drop begins.

## **Add/Drop**

Following bidding in each semester, there is an Add/Drop period. During this period, you may drop any class and add any open class to your schedule using "Enrollment" on CAESAR, not Law Bidding. Points no longer matter. You may also drop wait list positions and add yourself to wait lists.

During the Add/Drop period that follows you may add any class that remains open without cost. You may drop any class or wait list position during the Add/Drop period, however the points are not recaptured.

**IMPORTANT:** Canceling a bid *after* the last phase of bidding does NOT drop the class. After the Registrar's Office enrolls a student in the course, he or she must drop or add classes using the Enrollment feature of CAESAR, not Law Bidding.