

Northwestern

PRITZKER SCHOOL OF LAW

JD Transfer Student  
2023-2024 Pre-Matriculation Guide

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## Welcome!

Welcome to the Northwestern Pritzker School of Law community! We are delighted you have chosen to join us. We know the summer months will be a busy time as you prepare to embark upon your legal education. This Pre-Matriculation Guide explains what you may expect in the coming weeks and the tasks you need to complete prior to orientation. Read it carefully and be certain to reach out to our office with any questions as those arise. All admitted students are encouraged to utilize the priority email address created specifically for your questions: [admit@law.northwestern.edu](mailto:admit@law.northwestern.edu).

### TRANSFER STUDENT WELCOME BREAKFAST

You will hear directly from the Law School's Student Services team as they plan a welcome for you and your fellow transfer classmates! As of this writing, a **welcome breakfast and tour of Northwestern Law** has been scheduled for the morning of Friday, August 18. This date falls just prior to the first day of classes for the fall semester, Monday, August 21.

### ACCESS TO CAMPUS SYSTEMS

#### Net ID and Password

You should have already received your Net ID and activation code from the Admissions Office (or, if you were recently admitted, you will receive it as soon as it is available). Your Net ID is a series of three letters followed by three numbers that you will use to access the university's computer network, in conjunction with a personalized password you create.

For security reasons, you will periodically be asked to change the password associated with your Net ID. Depending on when you initially activated your Net ID, you may even receive instructions to change your password over the summer. Please respond quickly to reminders to change your password. If you do not change your password within the time allotted, your account will be locked, and you will be unable to access the university's computer network. If your account is locked, you will need to contact the Law School's IT team at (312) 503-7000 or [lit@law.northwestern.edu](mailto:lit@law.northwestern.edu) to have it unlocked.

#### Northwestern Law Email Account

Instructions on how to access your Northwestern Law email account were sent to you along with Net ID activation information. If you have not already done so, please access your Northwestern Law email account immediately. You may login to your Northwestern Law email account [here](#).

**You should check your Northwestern Law email account throughout the summer.** Important information about financial aid and orientation will be sent to your Northwestern Law email account only. This critical information will \*not\* be sent to the email address you shared in your application.

#### Student ID Number and WildCARD

Once admitted, you are assigned a 7-digit Student ID number that serves as your unique identifier within the university. You may be asked to provide this number on university forms throughout your time at the Law School. You can retrieve your Student ID number by logging into [CAESAR](#). Under the 'Personal Profile' panel of your CAESAR homepage, select the link entitled 'View My Student ID' to retrieve your Student ID number.

During orientation, you will receive your student ID card, known as a WildCARD. You will use your WildCARD to enter the Law School as well as the library. You may also receive student discounts at local vendors by showing your WildCARD.

## FINANCIAL AID AND TUITION PAYMENTS

### Financial Aid

If you have [applied for student loan funding](#), you will receive an email via your **Northwestern Law account** over the summer with your official financial aid package. This financial aid notification email will include instructions on accepting or declining the loans you have been offered. This critical email will also outline any steps you must take to finalize your loan funding.

Once you receive this email from the [Chicago Office of Financial Aid](#), the screens you will need to access for the loan accept/decline process in [CAESAR](#) will be unlocked. The 'Accept/Decline' link may be found by selecting the 'Financial Aid' tile on your CAESAR homepage. This page will allow you to accept, reduce, or decline your financial aid offer. Please note: To reduce a financial aid offer, check the 'Accept' box and thereafter, you will be able to reduce the amount of loan funding you are receiving.

### Federal Loan Entrance Counseling and Master Promissory Notes

If you will be using federal student loans, you will need to complete loan entrance counseling and promissory notes before your loans are disbursed to you. You may complete the entrance counseling and your Master Promissory Notes (MPN) online when visiting <https://studentaid.gov>.

### Entrance Counseling

- Sign into <https://studentaid.gov> using your FSA ID and password. Under 'Complete Aid Process,' select 'Complete Entrance Counseling.'
- Identify yourself as a graduate/professional student.
- When selecting a school, be sure to select "NORTHWESTERN UNIVERSITY", School Code/Branch: G01739, Address: 633 CLARK STREET, EVANSTON, IL 602080001.

### Master Promissory Notes (MPN)

- You may need to complete two separate MPNs based on which federal loans you choose to accept.
- Sign into <https://studentloans.gov> using your FSA ID and password. Under 'Complete Aid Process,' select the link titled 'MPN for Graduate/Professional Students.'
  - Federal Direct Stafford Loans: Select 'MPN for Subsidized/Unsubsidized Loans' on the MPN Type Selection page. You will be guided through a four-step process and will receive confirmation upon successful completion of your MPN.
  - Graduate PLUS: Select 'MPN for Direct PLUS Loans' on the MPN Type Selection page. You will be guided through a 4-step process and will receive confirmation upon successful completion of your MPN.
- Be prepared to include two references and your driver's license number.
- In each MPN, when selecting a school, be sure to select "NORTHWESTERN UNIVERSITY", School Code/Branch: G01739, Address: 633 CLARK STREET, EVANSTON, IL 602080001.

### Financial Aid CAESAR 'To Do' List

To assist you with the financial aid application process, you will find a financial aid checklist in [CAESAR](#) that will detail everything you must complete to receive your loan funding. Your 'To Do' items can be found by selecting the "Tasks" tile on your CAESAR homepage.

More items may be added to your 'To Do' list as you navigate through the loan application process. As such, we recommend checking this list often.

You must carefully follow the instructions and the deadlines established by the [Chicago Office of Financial Aid](#) and as detailed on your 'To Do' list. If you comply with the established deadlines, your loans should disburse in time for the first day of classes. You may still apply for loans after the established deadlines pass, but in that instance, you may not receive your aid on the first day of class.

## Tuition Billing and Payment

Your tuition bill(s) will be posted to your student account and will be available through [CAESAR](#). For the fall semester, tuition bills will be available online August 10. Your tuition payment will be due by September 1. For the spring semester, your tuition bill will be available online on December 10; payment will be due January 1.

You may pay your tuition by check, money order, eCheck, or credit card. You may also authorize other people to view your student account online and to make payments on your behalf.

For information on how to pay tuition, how to authorize third-party payers, how to set up an installment payment plan, and other information related to your student account, please visit the [Student Finance website](#).

If you are using your financial aid to pay your tuition bill, detailed information on that process is found on this page of the [Chicago Office of Financial Aid's website](#).

## Direct Deposit

If your financial aid has been disbursed and you have remaining funds after the semester's tuition and fees are paid, you will receive this credit as a refund. In turn, you may use any refund funding to cover your living expenses. The Office of Student Finance automatically processes these refunds for law students. Furthermore, this automatic refund process is run by Student Finance a few days before the start of classes, on the first day of classes, and on each Friday for the first month of the semester. **To receive your refund as quickly as possible**, you should set up direct deposit through your [CAESAR](#) account at least two weeks before your first day of classes. For more information on the refund process as well as for instructions on how to set up direct deposit, please visit the 'Financial Aid Refunds' page on the [Student Finance website](#).

## Prepayment Plan

Northwestern University offers a prepayment plan through our QuikPAY platform.

The prepayment plan is an installment payment option for payment on the student account. Students and families can pay in monthly installments leading up to the due date for the term's charges, to spread out the amount due at the start of each term.

Visit the [Prepayment Plan webpage](#) to view enrollment fees and payment plan options. The plan will be available for all students via CAESAR in June; more information will be posted closer to that time.

## Questions?

If you have additional questions about tuition charges, University fees, as well as billing and payments, please visit the [Student Finance website](#), contact Student Finance at [studentaccounts-chicago@northwestern.edu](mailto:studentaccounts-chicago@northwestern.edu) or at 847-491-5224.

The Student Finance office for the Chicago campus is located at 345 E. Superior Street, Mezzanine Level, Chicago, IL 60611. This office is conveniently located across the street from the Law School's Superior Street entrance. We recommend checking the Student Finance website for updated hours of operation.

## HEALTH AND WELLNESS

### Student Immunization Form

You must submit a **Student Immunization Form** demonstrating that you have received required vaccinations by **August 1**. While the Student Immunization Form states a deadline of July 1, incoming Northwestern Law students have until August 1<sup>st</sup> to submit the completed form to University Health Service. If you are admitted after August 1<sup>st</sup>, you will have 30 days from your date of admission to submit the immunization form.

The Student Immunization Form details the vaccinations the university requires. You will either need to visit your doctor or obtain your health records from another source to provide proof of immunization. Detailed instructions are provided on page one of the form, describing various sources of immunization records. Please give yourself plenty of time to coordinate with these other organizations. Failure to submit a completed and compliant Student Immunization Form may result in a monetary fine and a hold on your account.

You may obtain the **Student Immunization Form** (pdf) from the [Health Service website](#). Submission options are provided in the instructions on page one of the form, including the **Personal Health Portal**:  
[https://www-healthy.nuhs.northwestern.edu/login\\_directory.aspx](https://www-healthy.nuhs.northwestern.edu/login_directory.aspx)

Please do **not** send your **Student Immunization Form** to the **Law School's Office of Admissions**. For more information about the Student Immunization Form and entrance health requirements, please review the [Entrance Health Requirements](#) webpage.

### COVID-19 Vaccinations

On April 26, 2023, Northwestern University announced that its remaining COVID-19 protocols and resources will be incorporated into the institution's broader health infrastructure, effective this summer.

Northwestern will not require COVID-19 vaccination for most students, a requirement that was lifted for faculty and staff in January 2023. With the overwhelming majority of the campus community currently vaccinated, Northwestern strongly encourages all who qualify for boosters to follow the guidance from the Centers for Disease Control and Prevention.

The University's webpage, [Vaccination Requirement FAQs](#), will be updated June 13 to reflect these changes in Northwestern's guidelines and resources.





## Student Health Insurance

All Northwestern students are required to have comprehensive health insurance. To ensure all students meet this requirement, every academic year you will be defaulted into the Northwestern University Student Health Insurance Plan (NU-SHIP). **You must confirm or waive your NU-SHIP enrollment via the online Coverage Selection Form in CAESAR during the fall open enrollment period, July 1 – October 1, 2023\***. Per University policy, international students – students holding an F-1 or J-1 U.S. visa – are required to confirm their NU-SHIP enrollment and maintain NU-SHIP coverage throughout their time at Northwestern.

**IMPORTANT: Incoming law school students are not fully matriculated in CAESAR until early August. Therefore, you will not have access to the Online Coverage Selection form until then.**

## Confirming NU-SHIP Enrollment

Although registered, degree-seeking students are defaulted into the NU-SHIP, your enrollment data is not forwarded to Aetna Student Health, and processed in their system, until you have confirmed your NU-SHIP enrollment in CAESAR. It takes approximately 4-5 business days from the time you confirm the NU-SHIP online for this information to be processed in Aetna Student Health's system.

**Therefore, you are strongly encouraged to confirm NU-SHIP enrollment at your earliest convenience, to ensure you have access to all NU-SHIP benefits as of September 1.**

## The Insurance Selection Process

1. Log into [CAESAR](#) with your Net ID and password.
2. Click on the 'Profile' tile, and then click on 'Student Health Insurance' in the left-hand menu. This will take you to the online Coverage Selection Form in CAESAR.
3. Indicate your selection – confirm NU-SHIP enrollment OR apply for a waiver – and click 'Continue'. Thereafter, follow the instructions on the subsequent pages to complete your insurance selection.
4. Once you have submitted your selection in CAESAR, you will receive an automated confirmation, which will be sent to your Northwestern email account. Please save this email to verify your online selection. (If you do not receive a confirmation email, this indicates that your insurance selection was not successfully saved. Please resubmit your NU-SHIP confirmation or waiver.)

For additional assistance, links to the Comparable Coverage Checklist, the 2023-24 NU-SHIP Plan Design & Benefits Summary brochure, please visit the [Forms & Resources](#) section of the Student Insurance website.

If you need assistance making your annual insurance selection, have difficulty completing the online form, or you do not receive a confirmation email identifying your selection, please contact the Student Health Insurance Office at [student.insurance@northwestern.edu](mailto:student.insurance@northwestern.edu) or at (847) 491-3621.



## Waiving NU-SHIP Enrollment

If you are a U.S. citizen, you may waive the NU-SHIP coverage. The online Coverage Selection Form in CAESAR will ask you to provide the following insurance information: policyholder first and last name; relationship to insured; insurance subscriber number (i.e., member ID); insurance company name, state, and phone number; insurance type (e.g., HMO, PPO, etc.); and your plan's deductible and annual out-of-pocket maximum.

You also will need to affirm that your plan's benefits meet all of Northwestern's comparable coverage requirements. Please review the 2023-24 [Comparable Coverage Checklist](#) to ensure your plan qualifies to waive NU-SHIP enrollment. Additional information on the Waiver Process is available [here](#).



## Northwestern Student Health Service

All Northwestern Law students are encouraged to use **Northwestern Medicine Student Health Service (NMSHS)**, located in Galter Pavilion, 675 N. St. Clair, Suite 18-200.

Primary Care consultations are offered to students at no charge; if you have private health insurance there may be a fee for laboratory tests, diagnostic exams, and immunizations. Charges will vary based on individual insurance coverage. NU-SHIP enrollees have no out-of-pocket costs for these services.

Call (312) 695-8134 to schedule appointments. Be certain to identify yourself as a Northwestern student.

## Overview of NU-SHIP Coverage

The 2023-24 NU-SHIP provides coverage for incoming Law School students from August 15, 2023 - August 31, 2024; the \$5,144 [annual premium](#) is charged to your student account through CAESAR.

- The plan has a \$300 annual deductible (for in-network services); after the deductible is met, Aetna covers 80% of the cost of care (in-network), and you pay the balance.
- The NU-SHIP has an annual \$2,500 out-of-pocket (o-o-p) maximum. This means Aetna pays the entire cost of covered expenses after you've met the o-o-p maximum. *Please note: the o-o-p maximum only applies to in-network provider costs; there is no o-o-p maximum for out-of-network providers.*
- The NU-SHIP works in coordination with Northwestern Medicine Student Health Service (NMSHS); NMSHS serves as your primary care provider and should be your first stop for your healthcare needs.
- If follow-up specialty care or outside services are required, students should contact NMSHS to obtain a referral to avoid plan penalties.

For more information, visit the [Student Health Insurance website](#).

## NU-SHIP Coverage for Dependents

You may enroll your dependents under your NU-SHIP coverage during Open Enrollment (7/1-10/1).

Eligible dependents include spouses/same-sex domestic partners, and children.

- To enroll dependents, first confirm your own NU-SHIP enrollment in CAESAR. Thereafter, go to [Aetna Student Health's](#) site for Northwestern students and click on "Enroll."
- You will have the option to either pay the premium for your dependent(s) in full, or to select quarterly payments. Payments are made directly to Aetna Student Health. (Dependent premiums cannot be billed to students' CAESAR accounts.)

## Optional Dental/Vision Insurance

All Northwestern students, regardless of whether they confirm or waive NU-SHIP enrollment, may elect to enroll in optional dental or vision coverage. Northwestern has contracted with Delta Dental of Illinois to offer a choice of dental plans – a DHMO or PPO – as well as a PPO vision plan.

Open enrollment begins in early August and runs through October for 12-month plans (coverage from 9/1/23-8/31/24) and fall 6-month plans (coverage from 9/1/23-2/28/24). Delta Dental also offers a spring open enrollment period, for 6-month plans providing coverage 3/1/24-8/31/24. Please visit the [Dental-Vision website](#) for a summary of benefits on the plans offered and to enroll.

## Dental/Vision Benefits for NU-SHIP Enrollees

NU-SHIP enrollees have access to vision services discounts with providers in the EyeMed network, including eye exams, prescription and contact lenses, and eye-care items. To find participating providers and review discounted services, go to the [Aetna Student Health](#) website.

NU-SHIP enrollees may also purchase 'Vital Saving' by Aetna (\$25 annual cost), a dental discount program offering savings from 15-30% on services from general dentistry and cleanings to root canals, crowns and orthodontia (braces). There are no claims to file. Enroll online through the Aetna Student Health website.

### NU-SHIP Global Travel Benefits

NU-SHIP enrollees have travel support services through On Call International. On Call International is a global emergency travel service offering assistance with pre-trip medical consultation, hospital admission arrangements, medical evacuation services, interpreter/counseling/legal referrals, and other services. Assistance is available when you are 100 miles or more from your primary residence. Please visit the Aetna Student Health website for more details.

### NU-SHIP Insurance ID Card

Aetna has gone green! After you have confirmed your NU-SHIP enrollment online, please allow approximately 4-5 days for your data to be processed in Aetna's system. Once your NU-SHIP enrollment is active, you will receive a confirmation email from Aetna with links to print your NU-SHIP ID card, create an Aetna Member account, and download the Aetna mobile app.

Alternatively, you may visit the [Aetna Student Health](#) website to download your ID card. Enter prefix '334' followed by your student ID and your date of birth to view and print your card.

### Optional NU-Supplement Plan (Accident and Injury Coverage)

Northwestern is pleased to offer students the opportunity to purchase a Supplemental Accident and Sickness Hospital Indemnity Insurance Plan, provided by Chubb Insurance: the NU-Supplement. The NU-Supplement augments your primary health insurance coverage by paying cash benefits when you are confined to a hospital as a result of an accident or sickness; it does NOT count as comprehensive medical insurance.

All degree seeking students, whether they are covered under the NU-SHIP or an alternate, private plan, may enroll in the NU-Supplement plan.

The NU-Supplement pays you cash benefits when:

- ☐ You suffer certain accidental injuries
- ☐ Are confined to a hospital, or
- ☐ Have unexpected expenses related to your hospitalization

**Please note:** *This plan does not cover pre-existing conditions if the sickness occurs during the first 12 months that you are insured under this policy. It also does not provide support for chronic conditions or planned services. IT IS NOT COMPREHENSIVE MEDICAL COVERAGE!*

Enrollment in the NU-Supplement is administered by the Benefit Partners Group. For assistance, please call toll-free at (877) 247-8817 or visit the [NU-Supplement webpage](#).

### Questions? Contact Us!

If you have questions about Northwestern insurance requirements, confirming or waiving NU-SHIP enrollment, NU-SHIP plan benefits, reviewing alternate coverage options, or other insurance matters, please contact us at:

Student Insurance Website:

<https://www.northwestern.edu/student-insurance/>

Email: [student.insurance@northwestern.edu](mailto:student.insurance@northwestern.edu)

Phone: (847) 491-3621

### Counseling and Psychological Services (CAPS)

[CAPS](#) serves as the primary mental health service at Northwestern University with offices on both the Evanston and Chicago campuses. CAPS provides a set of core services, including clinical services, educational workshops, and consultation with faculty, staff, and parents. Please visit the [CAPS Chicago website](#) for more information about CAPS services.

## Gym Membership

Northwestern University provides discounted membership to [FFC Gold Coast](#) for the Northwestern community members and their spouse/partner based on the Chicago campus. Membership will give you access to any of the 11 Chicagoland FFC locations.

New members must pay a one-time \$50 enrollment fee and monthly membership based on their enrollment status. More information about eligibility and fees can be found [here](#). To apply for a gym membership, follow the instructions available [here](#).

In addition, members will also have use of the Chicago Park District's Lake Shore Field house and facilities. [View access hours](#).

If you have questions, please contact:

Salem Marrougi  
Email: [s-marrougi@northwestern.edu](mailto:s-marrougi@northwestern.edu)  
Phone: (847) 467-0662

## LIVING IN CHICAGO

### Housing

[StudentSpace](#), a free apartment finding service located at Northwestern Law, can help you find an apartment to rent, bring you to various properties to tour, and even help you sign a lease remotely. They work exclusively with graduate school students and answer housing questions about nearby properties or anywhere that you may be interested in living in the Chicagoland area.

More information to assist you with your housing search is posted on the Law School's [Student Services website](#).

### Ventra Card

During Orientation, you will receive a Ventra Card from the Chicago Transit Authority ("CTA"). The Ventra Card will provide you unlimited access to CTA trains and buses during the academic year.

For information on the CTA, visit [www.transitchicago.com](http://www.transitchicago.com).

## Student Parking

Students who live more than two miles from the Law School are eligible to apply for student parking. Students who live less than two miles away may not apply for parking. Student Services will distribute [parking application information](#) during the first week of classes. If demand for parking exceeds availability, parking privileges will be determined by a lottery. Academic year parking permits are valid beginning October 1.

The cost of a student parking permit for the 2023-24 academic year (October 1, 2022 – June 30, 2023) has not yet been determined. As a point of reference, the cost of a permit during the 2022-23 academic year was \$495 (October 1 – June 30).

Students needing parking privileges before October 1 may apply for a temporary parking permit.

### Temporary Summer Parking Permit

- **Term:** August 1, 2023 – September 30, 2023
- **Eligibility:** All registered students
  - **Price:** \$154 (2022 price). 2023 pricing will be available on the [Chicago Parking website](#).
- There is also a 'later summer term' parking permit. The charge for this permit was \$102 last year, for the period of August 19, 2022 - September 30, 2022.
- **Procedure:** Temporary permits will be assigned on a first come, first served basis. Students must enter their Northwestern credentials and fill out the secure [parking application](#). Once approved for parking, students must provide the [Parking Office](#) in Abbott Hall with a current driver's license, evidence of vehicle ownership (car registration or insurance papers), proof of address (e.g. lease, utility bill, etc.), and evidence of registration as a Northwestern Law student (WildCARD or tuition bill).

For more information on parking privileges, the parking lottery, and the parking application process, please visit the [Student Services website](#) or call (312) 503-0785.

## ACADEMICS

### Class Schedules

#### Curriculum and Course Registration Virtual Sessions

The Law School's Academic Affairs team will introduce you to our robust upper division curriculum as well as our course bidding/registration procedures during a set of virtual sessions on **Tuesday, July 25 at 12:00 p.m. CT**. Professor Meredith Rountree will serve as your curriculum advisor. A second session on course registration and bidding will be hosted by Becky McCalister, the Law School's Registrar. This session will also take place over Zoom. Please reference the email and registration form for the session, sent to you by the Office of Admissions on July 13. In the meantime, please review the [Law Bidding Instructions](#).

The first day of classes is **Monday, August 21**. The fall 2023 course schedule will be posted in CAESAR.

Curriculum and registration announcements may be found on the Law School's [Registration page](#). Please be certain to check your Northwestern Law email account so you do not miss important information.

### Books

There is a [bookstore](#) on the first floor of Abbott Hall, located directly across the street from the Law School at 710 N. Lakeshore Dr. You will be able to order all of your required and recommended course materials through the bookstore.

### Canvas

Each of your courses will have a corresponding [Canvas site](#). Your professors will generally distribute the course syllabus and the required reading for the first day of class through Canvas. It is up to each professor to determine whether and when to make this information available through Canvas. You are responsible for checking the Canvas sites for your classes on a regular basis.

### Laptop Requirement

Students in our programs are required to have a laptop computer that meets or exceeds university requirements. The Law School specifications for laptops may be found [here](#).

We do offer student discounts through Dell and Apple. If you chose to order through the Northwestern program, be advised that due to U.S. export restrictions, Dell and Apple are unable to ship outside of North America. International Students purchasing a notebook will need to provide Dell/Apple with a valid U.S. shipping address, or alternatively have their computer shipped to the Law School at:

#### Student Name

c/o Northwestern Law IT Department 350  
East Superior Avenue, MC B71 Chicago,  
Illinois 60611

Please visit our [Law IT New Student Guide](#) for additional helpful information.

You may contact Law Information Technology (LIT) at [lit@law.northwestern.edu](mailto:lit@law.northwestern.edu), or (312) 503-7000.



### Official Transcript(s) Requirement

Northwestern Law must receive final, official transcripts from **each post-secondary institution you attended, including all schools you attended for graduate or professional study**. Even if one school includes summary data regarding courses from another school on its transcript, an official transcript from each institution must be submitted. **All transcripts must be submitted by the first day of classes, Monday, August 21, 2023.**

This requirement arises from ABA Standard 502, Interpretation 502-1: *Official transcript means: (1) a paper or electronic transcript certified by the issuing institution and delivered directly to the law school; or (2) a paper or electronic transcript verified by a third-party credential assembly service and delivered directly to the law school. With respect to electronic copies, it is sufficient for transcripts to be maintained at the law school or off-site by a third-party provider as long as the law school has access to the documents on demand.*

To satisfy the ABA requirement, entering students must submit all final transcripts through the Law School Admission Council's Credential Assembly Service (CAS).

If you submitted your final transcript(s) **as described below through the Credential Assembly Service, you have satisfied the ABA requirement.**

Final and official transcripts must include the following information:

1. The college or university seal;
2. The degree awarded (if applicable);
3. The date the degree was conferred (if applicable);
4. The final grade point average; and,
5. A relevant school official's signature; e.g. the college registrar.

### Bar Passage Outcomes

Northwestern University Pritzker School of Law has not determined that its curriculum meets/does not meet the State educational requirements for licensure or certification in any of the fifty states or DC. Current and prospective students are encouraged to review our ABA Bar Passage Outcomes on our [ABA Disclosures page](#).



## PRE-MATRICULATION CHECKLIST

### Mid-July

- ☐ Activate Net ID and create password.
- ☐ Access Northwestern Law email account
- ☐ Begin housing search if seeking an August 1 lease.
- ☐ Order a laptop meeting the Law School's minimum specifications.
- ☐ Visit doctor or contact undergraduate institution for proof of required vaccinations.

### Last two weeks of July

- ☐ Begin housing search if seeking a September 1 lease.
- ☐ Submit final and official transcripts, **following guidance from Northwestern Law's Registrar.**
- ☐ Receive financial aid notification.
  - Accept/decline loan options.
  - Officially apply for loans
  - Complete online entrance counseling
  - Sign Master Promissory Notes (MPN)
- ☐ Review course bidding and registration information (*A recording for the July 25 session on Curriculum and Course Registration will be sent to the incoming transfer class within two-three business days.*)

### August

- ☐ Student Immunization Form due August 1.
- ☐ Submit insurance coverage selection form to elect or waive insurance.
- ☐ Tuition bill is available through CAESAR and is due by September 1.
- ☐ Attend transfer student Welcome Breakfast and Tour on Friday, August 18.
- ☐ Classes begin Monday, August 21.
- ☐ Ensure all transcripts are in CAS by Monday, August 21. Following any instructions from the Registrar's Office, ensure final and official 1L transcripts are submitted by Monday, August 21.