


Tips for a Successful Registration Day

1. Be prepared. **Know your appointment time.** Visit your iRattler student center to locate your appointment time.
2. To avoid a late registration fee, you must be registered for at least one class before the first day of classes each semester. **If all of your classes are dropped for any reason the late registration fee will be assessed when you re-register.**
3. A negative hold indicator  will prevent your registration. Holds may be placed on your student record by the main campus or the College of Law for various reasons and the hold contact information is listed on the same page. **Students are responsible for taking the necessary steps to clear holds before registration begins to avoid missing your priority appointment window.**
4. Remember to acknowledge university policy information and financial responsibility terms for your registration and make sure you submit your tuition payment **prior to the payment deadline published on the College of Law Academic Calendar.**
5. We do not maintain a waitlist! If a course is closed, you must select another course and/or continue to monitor iRATTLER for seat availability.
6. Required courses are available for registration by your designated program (Full or Part-Time) during priority registration. During open enrollment students may register for required courses in either program if there is seating availability.
7. Independent Research, Research Associate, Teaching Fellow, Clinic/Field Placement, and Directed Individualized Study forms must be fully completed and submitted with all approvals **on or before the First day of Add/Drop deadline published on the College of Law Academic Calendar.**
8. Permission numbers are issued to students for registration into course set-up as department consent. A separate registration communication will be sent to your FAMU email address which will include your system generated permission number. **Please be sure to have availability in your schedule to add the approved course(s).**
9. The line schedule (excel version) that is posted on the College of Law website is a helpful tool in the registration process.
10. iRatler features a class search navigation to search for available law courses.
11. Remember to review your class schedule after you have completed your registration.
12. If you decide not to attend FAMU Law after you have registered for courses, you are responsible for dropping the courses before the add/drop deadline published on the College of Law Academic Calendar. The College of Law Registrar's Office **does not automatically drop you from courses if you do not attend. You will be responsible for the tuition and fees on your student account.**