

14 July 2025

Dear Law graduate students

ADDITIONAL INFORMATION ON COURSE REGISTRATION FOR SEMESTER 1, AY2025/2026

1. This circular from NUS Law is in addition to the one on course registration sent by the Office of the University Registrar. **Please note that you are required to register for courses by yourself using relevant online systems and within stipulated timelines.**
2. **PhD students** will submit their course options by **0900hrs on Thursday, 24 July 2025 using this [survey form](#)**. They should take note of items (a) to (g) in point 7 below and on the following pages.
3. **Juris Doctor, LLM and Graduate Diploma** students will use CourseReg system to register for courses. They should take note of items (a) to (h) in point 7 below and on the following pages.
4. **Student Record with “🚫 or Hold”**
 - A “Hold” is a Negative Service Indicator (NSI) that will prevent students from receiving certain services including not being allowed to view exam results and register for courses. Students must settle the outstanding issues before the “Hold” status may be released, usually within one to three days from settlement. To find out if your student record has a “Hold” status, log into [myEduRec](#) ([video guide](#)).
 - Not being able to participate in course registration may result in delayed graduation. The Law Faculty is unable to assist in releasing the “Hold” status.
5. **APAD (Academic Plan Application & Declaration)**
 - Law graduate students are not required to do this.
6. **Tips on Registering for Courses** (refer to resource guides from page 3 of this document)
 - a) Understand your curriculum requirements (compulsory and elective courses to read, the total course units required for graduation).
 - b) Note the workload that you are allowed in each semester, and the course codes that you should be registering.
 - c) Note the special types of Law courses available.
 - d) Note the registration procedure for cross-faculty courses especially if you plan to read such a course.
 - e) Note the quota available for courses and the priority in allocation during course registration.
 - f) Draw up your study and contingency plans (courses to register in that semester, class and assessment timetables).
 - g) Familiarize with using the CourseReg system.
 - h) Register for courses in the relevant rounds and within the given timelines.
 - i) Ensure that the total course units of courses to be completed are kept within the permissible range for your degree.

7. **For questions related to course syllabus, prerequisite and preclusion**, please directly consult the respective Course Convenors and copy the email to lawgrad@nus.edu.sg.
8. **When corresponding** with the faculties and other NUS offices, please **always use your NUS email account and include your student ID** (the A-series number) in order for us to verify your identity and better assist you.
9. **All academic-related requests for approval (except for those related to CourseReg appeals and workload)** must be submitted to the Vice Dean (Graduate Studies) at lawgrad@nus.edu.sg **by 9am on Thursday, 17 July 2025.**

Warmest regards,
Office of Academic Affairs
NUS Law

(Resource Guide)**TIPS ON REGISTERING FOR COURSES****a) Programme Requirements**

The list of compulsory and elective courses and the total course units to complete within the minimum candidature can be found at:

Juris Doctor	https://law1a.nus.edu.sg/student_matters/grad_prog/jd_deg_reqm.html
LLM	https://law1a.nus.edu.sg/student_matters/grad_prog/reginfo_llm.html
Graduate Diploma in Maritime Law & Arbitration	https://law.nus.edu.sg/nuslawacademy/certificate-programmes/graduate-diplomas/gdmla/#programme-structure
PhD	https://law1a.nus.edu.sg/student_matters/grad_prog/reginfo_llm.html (Research Programmes section)

b) Workload Per Semester

Students are only allowed to register for course units within the range specified below in any semester:

Programme	Fulltime student	Parttime student
Juris Doctor (2-year programme)	20 – 24 units	NA
Juris Doctor (3-year programme)	20 – 23 units	NA
LLM	17 – 23 units	9 – 13 units
Graduate Diploma in Maritime Law & Arbitration <i>*excluding GCIA</i>	15 – 19 units in Semester 1 5 units in Semester 2*	9 – 10 units
PhD	5 – 15 units	NA

- Students are not allowed to underload (register less than minimum units stipulated in the table) or overload (register more than maximum units stipulated in the table) in any semester without permission.
- The system, however, does not stop students from registering less than the minimum units stipulated. It is students' responsibility to ensure that they register for sufficient course units within the given range to ensure timely graduation.
- The system will not allow students to register more than the maximum units stipulated. **Students who intend to overload must submit appeal (with reason) in CourseReg, and indicate the new total maximum units required**, e.g. 25, if the courses to be registered add up to 25 units. Appeal is subject to approval.

c) Course Codes

- Please register/appeal for the correct course code:
 - Juris Doctor : LCJ5xxx for Compulsory, LLJ5xxx for Elective
 - LLM : LC5xxx for Compulsory, LL5xxx for Elective
 - Graduate Diploma : LCD5xxx for Compulsory, LLD5xxx for Elective
 - PhD : LC6xxx for Compulsory, LL6xxx for Elective
- **Compulsory courses will be pre-allocated to students**, thus they only need to register for Elective courses during CourseReg. Tutorial group for such courses, if any, will also be pre-allocated to students unless otherwise communicated.

d) Special Types of Law Courses

- Intensive Courses (4 units)
 - Each student may read up to two Intensive Courses per semester (i.e. one in each Phase) and are encouraged to register for them.
 - These are taught by [Visiting Faculty](#). The general teaching structure and course add/drop deadlines can be found at https://law1a.nus.edu.sg/student_matters/ay2526/infoall.html.
- Super-Intensive Courses (2.5 units)
 - Each student may read up to two Super-Intensive courses per semester. **LLM students specializing in International Arbitration & Dispute Resolution are required to read at least two such courses during their candidature and should register for such courses in Round 1.**
 - The general teaching structure and course add/drop deadlines can be found at https://law1a.nus.edu.sg/student_matters/ay2526/infoall.html.
 - Courses offered this academic year include:
 - Semester 1
 - LL5383Z/ LL5J383Z/LL6383Z International Arbitration & the New York Convention
 - LL5359Z/LLJ5359Z/LL6359Z SIAC and Institutional Arbitration
 - Semester 2:
 - LL5361Z/LLJ5361Z/LL6361Z Complex Arbitrations: Multiparty – Multicontract
 - LL5360Z/LLJ5360Z/LL6360Z Current Challenges to Investment Arbitration

- Clinic and Moots-related Courses
 - These require separate applications and will only be allocated upon approval. Refer to the [relevant course webpage](#) for prerequisite and application process:
 - LL5033V/LLJ5033V International Legal Process
 - LLJ5094V The Pro Bono Family Law Litigation Clinic
 - LLJ5094AV The Corporate Law Clinic
 - LLJ5094CV The Access to Justice Low Bono Litigation Clinic
 - LLJ5094DV The Pro Bono Criminal Law Litigation Clinic
 - LL5094EV The Capital Offences Criminal Litigation Clinic
 - LLJ5094FV The Evolving Legal Landscapes Clinic
 - **Juris Doctor** students who are not eligible to read Elective courses in this semester are **required to seek prior approval** by writing to lawgrad@nus.edu.sg before embarking on any of the following:
 - Take part in Moots competitions;
 - Register for LLJ5033V International Legal Process;
 - Register for LLJ5203 International Moots and Other Competitions.

e) Registering for Cross-faculty Courses

- These are courses offered by other faculties in NUS and are registered using “[Submit Course Requests](#)” function in CourseReg. Refer to the [CourseReg schedule](#) for availability of this function.
- Students who intend to read such courses for enrichment purpose:
 - Must prioritize registering for courses that will meet their programme requirements first.
 - If there is still space left in this semester’s workload and the total course units (as per programme requirements), they may then consider registering for a cross-faculty course for enrichment purposes.
 - A course (and its units) that is registered for enrichment purpose cannot be counted towards the curriculum requirements.
- Students who intend to read such courses as part of their programme requirements:
 - Must first seek approval by submitting the [Application for Cross-Faculty Course form](#).
 - If the application is approved, they may proceed to register for such a course in CourseReg provided there is still space in semester’s workload.
 - They must ensure that they will be able to meet the programme requirements with the approved cross-faculty course.
 - Unapproved courses that are registered/completed may be dropped/excluded from total course units.

f) Course Quota & Priority in Allocation of Law Elective Courses During Registration Rounds

- The total quota (class size) for most courses (across all Academic Careers) is 50 and the balance available after each round will be updated at NUS Law Course Registration Information [website](#) (under “Overall vacancy”).
- Course allocation during CourseReg will be based on the following:

Priority 1	<ul style="list-style-type: none"> a. PhD, Graduate Diploma and Undergraduate DDP students – All courses selected will be allocated. b. LLM with Specialization students except LLM (IBL) – Priority allocation will be given for up to 15 units (within the area of specialization) required to fulfill the specialization requirement. Priority will be given to students in this category only during Round 1.
Priority 2	<ul style="list-style-type: none"> a. LLM without Specialization, Juris Doctor, Undergraduate and Undergraduate Exchange students. b. LLM with Specialization students except LLM (IBL) selecting courses outside their areas of specializations.

g) Planning Courses and Timetables

- Courses offered: https://law1a.nus.edu.sg/student_matters/course_listings.html
- Timetables: https://law1a.nus.edu.sg/student_matters/ay2526/timetable.html
- NUS Mods: <https://nusmods.com>
- Important notes:**
 - Please adhere to the specific prerequisites and preclusions of the courses. **Students will not be able to register for courses if they lack the specific prerequisite(s) or have passed the course(s) listed in the preclusion. They are also precluded from reading course(s) which are substantially similar to the course(s) that they have already completed prior to their current graduate programme.** They will be required to drop any affected course(s) and make up for the units with other course(s).
 - They are **not allowed to register for courses with clashes in class and assessment/final exam timetables**. Please take note of the number of assignments, each assignment’s weightage, and deadlines of the assignments for each course when planning the workload and timetable for the semester. Students are expected to manage their own time if they register for courses with overlapping or very close deadlines.
 - The Timetable and Course Planner functions in NUS Mods are useful planning tools but the timetables displayed for Law courses may sometimes be incomplete or not up to date. The tools also do not check for clashes in Take-Home Exam/Research Paper schedules. It is highly recommended for students to verify the timetables against those published on the Law website.

h) Course Registration using CourseReg

- Students are expected to familiarize themselves with the use of the system by referring to the following resources:
 - Understand how CourseReg works
https://nus.edu.sg/coursereg/using_coursereg_graduate.html
 - User guide, video tutorials and FAQs
<https://nus.edu.sg/coursereg/resources.html>
 - Timelines to submit appeals, where applicable
<https://nus.edu.sg/coursereg/schedule-and-timeline.html>
 - Vacancies available after each round of registration
https://law1a.nus.edu.sg/student_matters/ay2526/infoall.html
 - Deadlines to add/drop courses (especially for Special Types of Law courses)
https://law1a.nus.edu.sg/student_matters/ay2526/infoall.html
- There are three rounds of registration in CourseReg set up for different programmes as follows:

Schedule	For students from	To register for	Course allocation basis
Round 1 Starts 21 Jul, 0830 hrs Ends 22 Jul, 1200 hrs	LLM with specialization, Graduate Diploma	Electives from OWN specialization group	All courses selected (up to 15 units for LLM)
Round 2 Starts 29 Jul, 0830 hrs Ends 30 Jul, 1200 hrs	LLM with specialization	Electives from OTHER specialization groups	Quota sharing based on student cohort proportion
	LLM without specialization, Juris Doctor eligible to read electives	Electives from all specialization groups	
Round 3 Starts 4 Aug, 0830 hrs Ends 5 Aug, 1200 hrs	All LLM except LLM-IBL, Juris Doctor eligible to read electives	Electives from all specialization groups	Combined quota (with priority for Juris Doctor)

- The “Student’s Seniority” in the Priority Scoring Rubrics for CourseReg is not applicable to Law graduate students as they only read Elective courses in one (final) semester/year of their candidature.
- Students who miss any Round or are not allocated with a preferred course in earlier round/s will join the next available round and register for courses that are available in that next round. Note that there will be less quota available after each round, thus it is advisable to plan for contingency.
- **LLM students are advised to select as many Elective courses as possible within the given workload per semester** in case they are not successful in getting a place for the courses ranked at the top.

- Appeals
 - All appeals related to course registration should be submitted with clear background and justification in [CourseReg](#). For appeal type and submission timelines, refer to <https://nus.edu.sg/coursereg/schedule-and-timeline.html>.
 - **Do not** send any appeals to Course Convenors as they do not have any discretion to enrol students in their courses. Doing so may also delay reviewing the appeal.
 - Appeals sent to lawgrad@nus.edu.sg will not be processed.
- Auditing a Course
 - Students who are interested in auditing courses, i.e. attend classes without registering for the course, should seek prior approval from the Course Convenor to sit in the classes and to grant them guest student access to the Canvas page.
 - Students auditing a course will not partake in the graded assessments.

i) Programme Requirements

- Students should ensure that they register for sufficient workload in each semester to meet their programme requirements.
- Those who are unable to meet the minimum total course units may have to return for another semester/academic year to complete the necessary and could incur more expenses.
- Please also take note of the general grading guidelines for Law courses and programmes at https://law1a.nus.edu.sg/student_matters/grad_prog/law_grading.html.

- End -