

SPRING 2026– Online Course Registration Instructions

BEFORE YOU REGISTER:

- Agree to the University's Financial Responsibility Agreement on TUPortal. Detailed steps on how to complete this requirement are on the law school website.
- Watch this informative [video](#) on the mechanics of Registration. Written instructions are also online.

THREE PHASES OF REGISTRATION: 1) Priority Clinical and Externship; 2) Priority Course; 3) General

PHASE ONE: Priority Clinical and Externship Course Registration

- Who – Rising 4LEs, 3LEs, 3Ls, 2LEs, and 2Ls
- What – External Clinic or Externship
- When –
 - 4LE and 3L: 12PM **November 6** – 10AM to 11:59 PM
 - 3LE, 2LE, 2L: 12PM **November 7** – 10AM to 11:59 PM
- Where/How – Through TUPortal using Class Pin Number
 - 4LEs = 222222
 - 3LEs = 333333
 - 3Ls = 444444
 - 2LEs/2Ls = 555555

PHASE TWO: Priority Course Registration

- Who – All Upper level students
- What – Course most wanted (needed for graduation or important to you)
 - 4LEs & 3LEs – **two courses**
 - 3Ls, 2LEs, and 2Ls – **one course**
- When – Starts **November 10**
 - 4LEs: 12PM November 10 – 11:59 PM November 11
 - 3LEs: 12PM November 11 – 11:59 PM November 12
 - 3Ls: 12PM November 12 – 11:59 PM November 13
 - 2LEs/2Ls: 12PM November 13– 11:59 PM November 14
- Where/How – Through TUPortal Using Class Pin
 - 4LEs = 222222
 - 3LEs = 333333
 - 3Ls = 444444
 - 2LEs/2Ls = 555555
- NOTE: Clinics and Externships do not count as a course for this part of your registration. If you register for more than you are allowed during this period, you will be removed from all of your courses.

PHASE THREE: General Registration

- Who – All Upper level students
- What – Remainder of all Spring 2021 courses
- When – Starts **November 17**
 - 4LEs: 12PM November 17 – 11:59PM November 24
 - 3LEs: 12PM November 18 – 11:59PM November 24
 - 3Ls: 12PM November 19 – 11:59PM November 24
 - 2LEs/2Ls: 12PM November 20 – 11:59PM November 24
- Where/How – Through TUPortal Using Class Pin
 - 4LEs = 222222
 - 3LEs = 333333
 - 3Ls = 444444
 - 2LEs/2Ls = 555555
- NOTE: Waitlists will not be maintained or opened until Add/Drop in January 2026