

MSL Student Guide

2024-2025



Welcome to the MSL

Welcome to the MSL Program and Northwestern Pritzker School of Law! We are excited that you have chosen to become part of this vibrant community. This guide is designed to help prepare you for the new school year. It includes everything you need to know to set yourself up as a Northwestern Law Student. Please read it carefully, and feel free to ask any questions. We look forward to working with you to ensure that your time in the MSL program is as productive as possible!

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Checklist

Tasks Required before Orientation	Deadline	Completed
Sign up for Summer Meet & Greets	ASAP	
Submit your Admission Health Record *Required for residential students only*	July 1, 2024	
Regularly check your Northwestern Law Email	July 14, 2024	
Complete the Student Profile Survey	July 14, 2024	
Submit your entry for the MSL T-Shirt Contest	July 14, 2024	
Sign up for a Summer Advising Session	July 14, 2024	
Sign up for an Onboarding Session	July 14, 2024	
Submit your official transcripts to the Admissions Office	August 1, 2024	
Make sure that you have a laptop that complies with the Law School Technology Requirement	August 1, 2024	
Request your Wildcard	August 1, 2024	
Sign up for the MSL Mentorship Program	August 23, 2024	
Enroll or waive in Student Health Insurance *Required for residential students only*	October 1, 2024	
Tasks Recommended before Orientation		
Familiarize yourself with the Admitted Students and Student Resources Canvas Sites	August 1, 2024	
Contact AccessibleNU if you are a student with a disability who will require accommodation	August 1, 2024	
Dig into the MSL Recommended Reading List	August 1, 2024	
Attend Orientation August 12-August 25, 2024		
Online Student Orientation	Orientation opens on Canvas on August 12. There are two required synchronous sessions: August 12 and August 22.	
Residential Student Orientation	Orientation opens on Canvas on August 12. There will be required synchronous and in-person sessions the week of August 19 th . Details will be provided later this summer.	

Meet the Team



Leslie Oster
Director, of the MSL Program
leslie.oster@law.northwestern.edu

Leslie oversees the MSL program, working together with faculty, staff, students, and administrators to ensure that the program runs smoothly, achieves its goals, and continues to thrive.



Ashlee Hardgrave
Senior Associate Director of Admissions, Recruitment & Enrollment
Ashlee.hardgrave@law.northwestern.edu

Ashlee manages the admissions process, including recruiting and advising prospective students, overseeing applications and admissions, guiding applicants through the admissions process, onboarding students, and welcoming new MSLs to the program.



Evan Goldberg
Director of Operations & Outreach
evan.goldberg@law.northwestern.edu

Evan oversees program operations and develops partnerships for the MSL. As one of the program's career advisors, he helps students on their professional paths; he also plans career-related panels and programming for students and alumni. Evan manages alumni relations and cultivates relationships inside and outside the MSL community to enhance the program's reputation and create opportunities for students.

Alyssa Dyar



Director of Curriculum
alyssa.dyar@law.northwestern.edu

Alyssa is responsible for designing and planning the MSL curriculum, in both its residential and online formats. She works with all faculty to ensure their classes are well-planned and executed. Alyssa also provides instructional design services for all online classes.



Jeremy Adler

Director of Academic Advising & Resources

jeremy.adler@law.northwestern.edu

Jeremy is the head of student academic advising. He handles student relations, exam details, program logistics, individual student advising, and community engagement.



Jessica Woodhouse

Assistant Director of Academic & Career Advising

jessica.biddlestone@law.northwestern.edu

Jessica advises MSL students on academic and curricular matters and supports students in their professional and career development. She is always happy to read a cover letter or a resume or to connect about course enrollments. Jessica also helps plan events, including the annual MSL Symposium.



Janey Schachte

Program Assistant

jane.schachte@law.northwestern.edu

Janey provides administrative and operational support for MSL students, faculty, and staff. Janey is a great first point of contact; she will either answer your questions or point you in the right direction to get your questions answered.

Before You Begin – Essentials

Below you'll find a list of tasks to do before you begin Orientation. Be sure to complete them as soon as possible. If you have any questions, please contact the student services team at mslstudentservices@law.northwestern.edu.

NetID

NetIDs have already been sent to you by the Admissions Office; your NetID is a multi-digit code (combination of letters and numbers) that you must use to access Northwestern systems. Make sure to memorize your NetID and password.

Visit the [NU Validate Login Page](#) to confirm that your NetID is active, to change your password, or to update your directory information, including how your name appears in University systems, your email alias, and your personal pronouns.

Student ID Number

Your Student ID is a seven-digit number that serves as your unique identifier within the university. You can find your Student ID number by logging into [CAESAR](#). Under the “Personal Profile” panel of your CAESAR homepage, select the link titled “View My Student ID” to retrieve your Student ID number. Your Student ID number can also be found on your Wildcard. Most people do not memorize their Student ID numbers, and you won't need this very often, but it is good to know where to find your ID number if needed.

Northwestern Law Email Account

Your Northwestern Law email address was automatically generated when you activated your NetID, so you should already have it! Starting on July 14, we will be sending all program-related correspondence to your Northwestern email address, and you will be responsible for reading your emails and knowing the information they contain. Please get in the habit of checking your Northwestern Law email regularly over the summer (and throughout your time in the MSL program).

If you have not already activated your Northwestern Law email address, please follow the steps below to activate it immediately:

- Visit <http://office365mail.northwestern.edu/> to confirm whether your new account has been set up.

- If you are not able to log in, follow the steps below:
 - Visit <https://nuvalidate.northwestern.edu> and enter your NetID and password to log in.
 - Follow the password change prompts to change your password.
 - Once the Password change has been completed log into <http://office365mail.northwestern.edu/> to access your NU Microsoft account.

If you need to have any questions or need additional support, contact the NUIT Support Center, consultant@northwestern.edu or (847) 491-4357.

Summer Meet and Greet

Join us this summer to meet the MSL team and get to know your fellow classmates ahead of Orientation. Summer meet and greets will be held on the following days. All times Central Time.

In-person meet and greets held at Northwestern Pritzker School of Law:

- Thursday, June 20, 5:30-7:00pm
- Tuesday, July 23, 5:30-7:00pm
- Tuesday, August 6, 5:30-7:00pm

Online meet and greets held on Zoom:

- Wednesday, June 26, 7:00-8:00pm
- Tuesday, July 16, 7:00-8:00pm

[Please RSVP for summer meet and greets here.](#)

Official Copies of Transcripts

Students with U.S. Transcripts

All MSL students who attended college in the U.S. must submit OFFICIAL transcripts from all educational institutions—this means that the transcripts must come directly to Northwestern from the issuing school without a middleperson (you cannot submit official transcripts yourself, you must request the issuing institution submit them). Official transcripts can be delivered either electronically or through the mail in a sealed envelope; we prefer electronic versions, if they are available.

If your school/s provides e-transcripts (this service is usually provided by Parchment), please have them emailed to the MSL program at msl@northwestern.edu. If you are mailing hard copies of your transcripts, please have them sent to:

Northwestern Pritzker School of Law
Office of Admissions
Attn: MSL Admissions
375 E. Chicago Avenue, RB 130
Chicago, IL 60611

If you had your previous educational institutions submit OFFICIAL transcripts when you applied to the MSL program, you do not need to resubmit them. If, however, you submitted UNOFFICIAL transcripts during the application process, you must submit the OFFICIAL transcripts now.

If you are currently enrolled in a degree program, please send official transcripts only *after* your final grades are posted and your transcript indicates that your degree has been conferred.

The deadline to submit your official transcripts is August 1, 2024; if you do not submit official transcripts by the deadline, you will not be allowed to remain in the MSL program.

If you have questions about submitting your transcripts, contact Ashlee Hargrave, ashlee.hardgrave@law.northwestern.edu.

Students with Non-U.S. Transcripts

MSL Students who attended educational institutions outside of the U.S. must submit their OFFICIAL transcripts to World Education Services (WES), a credential evaluation service for foreign transcripts. To do this, set up an account on the WES site, select the ICAP package, and select the “course by course” evaluation option.

WES reports can take a while—if you have not done this yet, you must do it immediately. We must receive the WES report by **August 1, 2024**, or you will not be allowed to enroll in the Law School.

If you have questions about submitting your transcripts, contact Ashlee Hargrave, ashlee.hardgrave@law.northwestern.edu.

Admissions Health Record

All incoming residential students are required to submit the [Admission Health Record](#) (AHR), which shows proof of immunizations. **AHR documentation is due July 1, 2024.** Note: Students who are admitted after July 1st must submit their AHR form and proof of immunizations before the start of classes. Online students do not need to submit an Admission Health Record.

Students who cannot access their immunization records will either have to be revaccinated, or, for some diseases, will have the option of completing blood tests to prove immunity.

In addition to the completed **AHR** form, students will need to provide documentation of immunization in one of the following ways.

- (Preferred) upload your documentation to the [Health Services Website](#).
 - Click on the NU Personal Health Portal (PNC) link and enter your NetID and password.
 - Enter your seven-digit Student ID number.
 - Select “Immunization Upload” from the list on the lefthand side of the page.
- If you are not able to upload your record, you may email it to hims@northwestern.edu
- You may also mail documentation to the following address:
Northwestern University Health Service
Health Information Management Service
633 Emerson St., Evanston, IL 60208
- Fax: 847-491-8699

International students who are missing vaccines can get them when they arrive on campus. The easiest approach is to schedule a vaccine appointment on either the Chicago or Evanston campus. If you get your vaccines anywhere other than the Evanston Student Health center, you will need to submit your records as described above.

If you have questions about submitting your vaccination record, please visit the [health services website](#), review the [frequently asked questions](#), or write to hims@northwestern.edu.

Health Insurance

All residential MSL students must be covered by a comprehensive health insurance plan and are required to confirm their insurance enrollment in [CAESAR](#). Enrollment confirmation opens on July 1, 2024. **The deadline to confirm coverage is October 1, 2024.**

Online MSL students do not have a health insurance requirement but have the option to enroll in the Northwestern-sponsored plan.

Residential Domestic Students

US citizens have two options for insurance coverage.

- Enroll in the Northwestern-sponsored plan, [NU-SHIP](#), or
- Get coverage through an [alternative plan](#) that has comparable coverage to the Northwestern plan and meets the University's requirements.
- The deadline to confirm or waive NU-SHIP is October 1, 2024.

Residential International Students (students with an F-1 or J-1 Visa)

International students are required to enroll in the Northwestern-sponsored plan ([NU-SHIP](#)) and maintain coverage throughout their time at Northwestern.

Online Students

Online students have the option of enrolling in Northwestern-sponsored health insurance ([NU-SHIP](#)). To start the process, email student.insurance@northwestern.edu.

Questions?

Contact student.insurance@northwestern.edu or (847) 491-5610

AccessibleNU

Northwestern University AccessibleNU (ANU) is responsible for determining and coordinating academic accommodations for students with disabilities. ANU aims to identify educational barriers, problem solve to create equitable learning environments, communicate referral options for disability evaluation and academic assistance, and establish best practices for disability inclusion.

Students who have a disability and want to request accommodations should visit the [AccessibleNU website](#) to begin the process. It can take time to arrange accommodations, so please contact AccessibleNU right away—if you need accommodations for fall semester, we recommend starting this process at least two weeks before the start of the term.

Canvas: Admitted Students Site and Student Resources Site

Canvas is Northwestern's learning management system; there will be separate Canvas sites for each of your MSL classes, as well as an Admitted Students site to guide you this summer and a Student Resources Canvas site to support you while you are in the program.

Over the summer, you should get familiar with Canvas, starting with the Admitted Students site. To get started, log in with your NetID and password at <https://canvas.northwestern.edu>.

Summer Advising Meeting

Please [schedule a meeting](#) to connect with our academic advising team over the summer. This meeting will set a foundation for your advising and career programming during the academic year and will introduce you to the Student Resources Canvas site.

Student Profile

Please complete your student profile via [this form](#) by **July 14**. This will be used as your professional profile during your time in the MSL. We will compile your responses to create a document that will be shared with MSL students, faculty, and staff. Please take the time to construct a helpful profile.

MSL T-Shirt Contest

Every year, the MSL program holds a T-shirt design contest for members of the incoming class. This year's winning design will be featured on the 2024-2025 MSL T-Shirt. You can read more about the design criteria and submit your entry [here](#) (use your NetID and password to log into the form). Designs must be submitted by **July 14**.

Onboarding Sessions

Prior to the start of Orientation, each student is required to participate in an Onboarding Session to prepare for Orientation. The sessions will cover MSL community standards and expectations, technology requirements, and offer an overview of Canvas—the MSL's learning platform.

We are offering onboarding sessions at the following times:

- Tuesday, July 30, 6-7pm CT
- Wednesday, July 31, 12-1pm CT
- Thursday, August 1, 6-7pm CT
- Tuesday, August 6, 12-1pm CT
- Wednesday, August 7, 6-7pm CT
- Thursday, August 8, 12-1pm CT

[Please sign up for an onboarding session](#) by July 14, 2024.

Technology Requirements

Laptop

Law students are required to have laptop that meets or exceeds [university requirements](#). As long as your laptop meets the university requirements, Law IT will be able to provide support. Students will be provided access to campus-licensed [software](#), including Office 365, shortly before classes begin.

Webcam & Microphone

Your computer set up must be equipped for both audio and video participation, whether through an internal webcam or microphone or through external means (external webcam, phone, etc.).

Internet

You are required to have internet speed of at least 5 MPS. Faster internet connections will further enhance the online/remote class experience. We recommend using a wired internet connection for all remote class sessions.

Course Materials

Course materials are hosted primarily in Northwestern's learning management system, Canvas, but occasionally courses may link to external content. While we will do our best to ensure that content is available to all students, the university is not responsible if students are unable to access course material due to technology or internet limitations. Any costs associated with procuring access will be borne by the individual students.

Questions?

Contact Law IT at lit@law.northwestern.edu or (312) 503-7000

Wildcard

The Wildcard is the student identification card for Northwestern. On campus, your Wildcard is used for a variety of functions, including building access, after-hours access to the Law School, rides on the free Northwestern intercampus shuttle, and checking out library books. Off campus, many vendors offer discounts specific to Northwestern; the Wildcard website has the full list of Chicago area [discounts](#) available to you.

Residential students will receive their Wildcards during their in-person orientation sessions. Online students will receive their Wildcards, along with a welcome package in their first term of enrollment.

To receive your Wildcard within the above timeframe, please upload a photo by August 1, 2024.

- Submit your [photo online](#).

Questions?

Contact MSL Student Services, mslstudentservices@law.northwestern.edu

Getting Started at Northwestern

Below you will find an overview of resources that will help you get started in the MSL program and at Northwestern.

Orientation

The MSL Orientation is designed to introduce students to law study, prepare them for academic classes and orient them to the MSL and Law School communities. Orientation is robust and busy, and it is mandatory for all incoming students. In total, Orientation requires approximately 15-20 hours of work outside of in-person or synchronous sessions.

For both residential and online students, Orientation begins on Canvas on August 12, 2024.

Online Student Orientation

For online students, Orientation includes two mandatory synchronous sessions held on Zoom. The first will be on **August 12th from 6:00-8:30pm**. The second will be on **August 22th from 7:00-9:00pm**. These sessions will help guide students through the online materials and will introduce important curricular, academic, and administrative information.

Residential Student Orientation

For residential students, Orientation will include synchronous sessions during the week of August 19th and in-person sessions on August 23rd. A detailed schedule will be shared later this summer, but students should plan to be settled in Chicago before August 19th. Note: The Democratic National Convention will be held in Chicago this summer from August 19–August 22. This may cause significant travel disruptions and congestion in the city. We strongly recommend arriving in Chicago well before August 19th.

Course Registration and Enrollment

During Orientation, you will learn all necessary information about course registration and enrollment processes. There is nothing you need to do now or over the summer to register or enroll in courses. The course schedule for the entire academic year will be released later this summer.

A few points worth highlighting now:

CAESAR- Course Registration

Northwestern's academic portal is [CAESAR](#). This is where you will:

- Submit your tuition deposit
- Register for your classes
- View and pay your tuition bill
- Submit Course and Teaching Evaluations (CTEs)
- Access your final course grades
- Request a transcript
- Update your contact information

Several helpful tip sheets that explain how to navigate CAESAR are [available online](#).

Canvas—Course Management

All of your MSL classes will have a Canvas site that your faculty will use to conduct classes—Canvas is where faculty will post syllabi, readings, and announcements, where discussion boards and quizzes take place; and where students can communicate with each other. Once you are enrolled in a course in Caesar, you will automatically be added to that course's Canvas site and have access to the relevant course materials.

Canvas—MSL Student Resources Site

The MSL program hosts a comprehensive Canvas site where you can find key information and materials, including course descriptions, syllabi, relevant rules and procedures, the MSL weekly newsletter (MSL This Week), student bios, event recordings, and other relevant items. You will be invited to join the MSL Student Resources Canvas site over the summer; please accept the invitation promptly. This site will be an important source of information during your time as an MSL student.

Classes

Class attendance is required in the MSL program. If your course is in-person, you must arrive on time and be present and engaged during class time. If your course is online, you must arrive on time for the synchronous sessions and be present and engaged throughout, and you must be on video and have your audio enabled throughout the session.

Residential students can expect an average of 10-15 hours of class time per week, plus an additional 2-3 hours of out-of-class work for every hour spent in class.

Online students can expect an average of 8-10 hours of work per class per week.

MSL Career Services

Evan Goldberg and Jessica Woodhouse make up the MSL career services team. They provide career and professional development support for active students and alumni through programming, individual consultations, and the MSL mentorship program.

Professional Development Programming

The MSL hosts weekly lunchtime panels and workshops designed to expose students to MSL-related career pathways and help them prepare for the job market. These events take place in person and on Zoom. Our first session will be the Career Kickoff on August 30, 2024.

Once each semester, Industry Associates Night brings together students and industry professionals for an evening of conversation and networking. This year, Industry Associates Night will be during Fall 1 Power Week and Spring 1 Power Week.

The MSL also cohosts two speaker series. With the Donald Pritzker Entrepreneurship Law Center, the MSL sponsors the MSL-DPELC speaker series which brings a wide range of experts for dynamic conversations on the latest legal issues in the entrepreneurial world. Together with the Donald Pritzker Entrepreneurship Law Center and the Animal Legal Defense Fund student group, the MSL also cohosts the Future of Innovation, Sustainability, and the Law Speaker Series. This series features expert speakers working in a variety of fields, including environmentalists, lawyers, venture capitalists, entrepreneurship, and animal welfare advocates.

MSL Mentorship Program

The MSL Mentorship program pairs incoming students with alumni mentors who offer guidance and advice throughout fall semester. The program is designed to support incoming students as they navigate their first two terms in the MSL and prepare for the job market. While the formal portion of the mentorship ends in December, mentor and mentee pairs can continue working together in spring quarter and beyond. This is a great opportunity to connect with MSL alums and gain valuable insights into the MSL curriculum and your job search process.

If you are interested, please [submit this application](#) by August 23, 2024.

Tuition Billing

Residential Student Tuition Billing

Residential students will be billed twice a year, once in August for the Fall term and once

again in December for the Spring term.

- Payment for the August billing cycle will be due on September 1, 2024
- Payment for the December billing cycle will be due on January 1, 2025

Online Student Tuition Billing

Students will be billed on the 10th of each month for the courses in which they are currently enrolled. The due date for this bill is the 1st day of the following month.

When a student drops a course, the charge for that course will not drop off the bill until after the add/drop deadline for that term. If the billing due date occurs before the add/drop deadline for the term, students are required to pay the full bill when it comes due, and will incur a \$400 late fee if they do not pay on time. Once the course is officially dropped from the students schedule and the add/drop deadline has passed, the student will receive a credit/refund to cover the charges for the dropped course.

Digital File Storage

[Northwestern OneDrive](#) is the university's online file storage and sharing platform. Students can upload an unlimited number of files (with an individual file size max of 100 GB and storage space limit of 5TB for each user).

Counseling and Psychological Services (CAPS) & TimelyCare

[CAPS](#) is the primary mental health service at Northwestern University; CAPS has offices on both the Evanston and Chicago campuses. CAPS provides a set of core services, including clinical services, counseling, education workshops, consultations with faculty, staff, and parents. CAPS is fully committed to provide services that affirm the dignity, worth, and value of all individuals.

TimelyCare expands the mental health resources available to students; it allows Northwestern to provide a hybrid model of care that includes 24/7 access to support. To get started, visit <https://timelycare.com/northwestern> and register with your Northwestern email address. Visits are available from any web-enabled device.

Getting Involved

Here are few additional ways to engage with the MSL program and Northwestern Law School.

Connect with the MSL

Engaging with the University's social media channels is a good way to stay connected. Be sure to subscribe, like, connect, or follow the MSL and the Northwestern Pritzker School of Law via the following links:

- [MSL360 blog](#) (The MSL blog provides a good record of your time in the MSL program, and it is an important vehicle for us to share the MSL experience with our external audiences. Please let us know if you would like to contribute to the MSL blog.)
 - [MSL Facebook](#)
 - [MSL LinkedIn](#)
 - [Northwestern Law News](#)
-

Northwestern Law Community

We encourage you to participate in student organizations during your time at the Law School. There are plenty of groups to explore and many offer the opportunity for MSL students to take on leadership roles.

Within the MSL, students can participate in MSL student advisory group. Keep an eye out for more information this fall.

In the Law School, there are many student organizations open to MSL students. Some of the most popular are listed below: you can view the complete list of [student organizations here](#).

- Northwestern Law and Data Society (NLDS)
- Northwestern Society of Law and Medicine (NSLM)
- Intellectual Property Law Society (IPLS)
- Donald Pritzker Entrepreneurship Law Center Student Group (DPELC)
- Black Law Students Association (BLSA)
- Latino Law Students Association (LLSA)
- Habeas Chorus and Wigmore Follies (singing, dancing, acting)
- OUTLaw

- Asian Pacific American Law Students Association (APALSA)
- Journal of Technology and Intellectual Property (JTIP)
- Student Bar Association (SBA)

Although many student organization activities take place on campus, most of these organizations welcome involvement from online students, and online students have gotten very involved with some of these organizations in the past. We encourage all students—residential and online—to take a look at the list and reach out to organizations of interest.

Public Service

The Law School is committed to promoting public service among its students, staff, and faculty; we encourage all MSL students to complete a minimum of 15 hours of service prior to their graduation, and we aim to have 100% participation in achieving this goal. Students who meet or exceed the 15-hour threshold of public service receive recognition at graduation.

No matter where you live, there are surely a variety of public service opportunities that can meet your Law School commitment. Students will be able to log their public service hours through the Public Service website to receive credit for their work.

If you are looking for opportunities in public service, check out the Law School's [Public Service website](#).

University Resources

Below is a quick guide to commonly used university resources that may be helpful for you during your time at the Law School. You can find additional information by following the link in the office title.

Resources		
AccessibleNU	Serves, supports, and empowers NU students with disabilities.	<p>Contact: Aggie McGrane, agnes.mcgrane@northwestern.edu or accessiblenu@northwestern.edu</p> <p>Phone: (312) 503-4042</p> <p>Office: Abbott Hall, 5th Floor 710 N. Lake Shore Drive Chicago, IL 60611</p>
Counseling and Psychological Services (CAPS)	Provides mental health services, including clinical services, education workshops, prescription support, and consultations with faculty, staff, and parents.	<p>Book an Appointment Online</p> <p>Phone: (847)-491-2151</p> <p>Office: Abbott Hall, 5th Floor, Suite 500 710 N. Lake Shore Drive. Chicago, IL 60611</p>
Financial Aid	Assists with Issues related to financial aid and loans.	<p>Book an Appointment Online</p> <p>Contact: financial-aid-chicago@northwestern.edu</p> <p>Phone: (312)-503-8722</p> <p>Office: Abbott Hall, 6th Floor, Suite 629 710 N. Lake Shore Drive 60611</p>
Law School International Programs Office	Provides English as a Second Language (ESL) services, assistance with OPT applications, private ESL consultation, discussion groups, pronunciation workshops and software, and more.	<p>Contact: international.programs@law.northwestern.edu</p> <p>Phone: (312) 503-0795</p> <p>Office: McCormick Hall, Room 166 375 E. Chicago Avenue Chicago, IL 60611</p>
Office of International	Assists students as they navigate visa classifications,	<p>Contact: intoff@northwestern.edu</p> <p>Phone: (847) 491-5615</p>

Scholar Services (OISS)	institutional policies and federal regulations, and adjust to living and working in the U.S.	Office: Abbott Hall, Suite 305 710 N. Lake Shore Drive Chicago, IL 60611
LAW IT	Assists with technology-related issues.	Contact: lit@law.northwestern.edu Phone: (312) 503-7000 Office: Information Commons, Law Library 375 East Chicago Avenue Chicago, IL 60611-3069
Northwestern University Police/Security	Provides a variety of services, including self-defense training for women, safety escorts, and CPR and AED training.	Contact: universitypolice@northwestern.edu Phone: (312) 503-3456 or dial 456 from any campus phone In an emergency, call 911. Office: 211 East Superior Street. Chicago, IL 60611-3135
Student Financial Services	Assists with tuition payments and answering account questions.	Contact: studentaccounts-chicago@northwestern.edu Phone: (312) 503-8503 Office: Mezzanine Level 345 East Superior Chicago, IL 60611
Student Health Insurance	Assists with questions and issues related to student health insurance	Contact: student.insurance@northwestern.edu Phone: (847) 491-3621
University Health Service	Assists with student health issues. Health Service Office visits are free of cost—always identify yourself as a Northwestern student when scheduling an appointment to ensure that claims are submitted appropriately.	Book an appointment: (312) 695-8134 Office: General Internal Medicine 675 North St. Clair Suite, 18-200 Chicago, IL, 60611

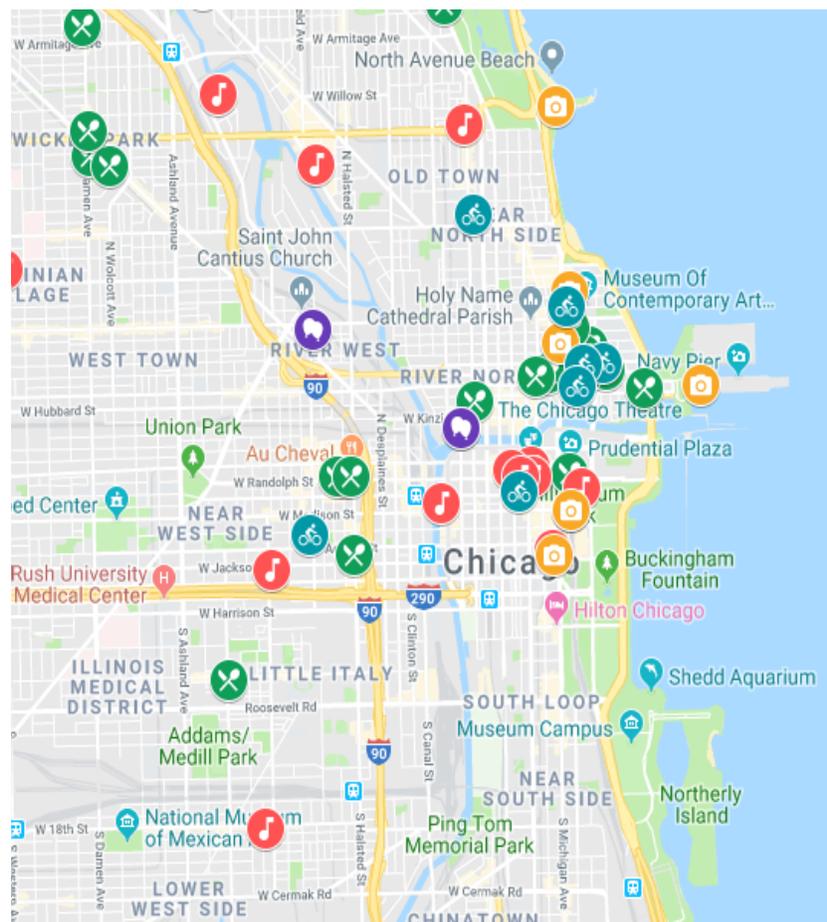
Coming to Chicago

Whether you are a residential student or an online student attending in-person classes, the resources below will help you navigate your time in the city.

Getting to Know Chicago

Please use the following interactive map to help you get to know Chicago, including restaurant recommendations, places to go and see, museums, staying active, and so much more!

[MSL Interactive Chicago Map](#)



Transportation

Ventra Card & UPass

Residential students will receive a UPass, which allows free, unlimited rides on CTA trains and buses while classes are in session. The UPass will be issued as a [Ventra Card](#). Full-time students who want to ride the CTA while classes are not in session (i.e., when their UPass is not valid) can add money to their Ventra Card. For information on the CTA, visit www.transitchicago.com. Residential students will be able to request and pick up their Ventra card the first week of classes.

If you have questions, please contact Angie Roberts, a-roberts@northwestern.edu or call (312) 503-2039.

Bike Share Program

Chicago has a bike share program called [Divy](#), which offers annual memberships and day-long passes. Divy stations are located across the city, including near the Law School. Divy offers discounted [student memberships](#) and a smartphone app. When using Divy, remember to BYOH (bring your own helmet).

Student Parking

Students interested in parking on campus can find a number of permit options and details on the [student parking website](#). Please note that the number of spaces available to law students is limited; if you are interested, you can complete an online [parking application](#) and will be notified if a space is available.

Northwestern Intercampus Shuttle

Northwestern University provides a free shuttle that runs between the Chicago and Evanston campuses from early morning into late evening, Monday through Friday (except for University holidays). All it takes is a valid Wildcard to board!

Details about the shuttle, [including schedule and maps](#), are available online, or by calling University Services at (312) 503-8129. You can also download live shuttle trackers [here](#).

Student Lockers

The Law School provides lockers to all residential law students. You will receive information about signing up for a locker later this summer.

University Subsidized Gym Membership

Northwestern University subsidizes membership for full-time students at [Fitness Formula Clubs](#) (which also provide access to the Chicago Park District's Lake Shore Park facilities). Information regarding facility amenities, fees and eligibility, how to apply, and more can be found on the [Northwestern Chicago Fitness and Recreation website](#).

Questions? Contact Salem Marrougi, s-marrougi@northwestern.edu or (847) 467-0662

Coming to Chicago for Power Week

If you are an online student coming to campus to take an in-person class, here are a few tips.

- The Law School is located at 375 East Chicago Avenue, Chicago, IL 60611.
 - Bring your Wildcard with you! You will use it to gain access to the Law School.
 - There is not discounted parking for campus visitors; if you are driving, we recommend that you use the SpotHero App to find parking. There are also two Northwestern parking garages (Parking C & D located on 321 East Erie Street) but note these aren't cheap—they cost \$48 for 12 hours.
 - Be sure to visit our [Canvas Power Week Page](#).
-

Moving to Chicago

Residential students moving to Chicago will find a variety of housing options close to campus. There is also a good public transportation system for those who live further afield.

Chicago is a city of neighborhoods; the goal is to find the neighborhood that suits you. You can use [Choose Chicago](#) to explore Chicago virtually. The Law School is located in Streeterville. If you choose to live farther away, there are train lines and express bus routes that will bring you from the far north or south sides to stops within blocks of the Law School. We suggest trying to find housing that is close to a direct train or bus route without having to make multiple transfers. Make sure to check Google Maps to get a sense of commute times.

Here are some websites that may help in your apartment search:

- [StudentSpace](#)
- [Craigslist](#)
- [Trulia](#)
- [Zillow](#)

- [Padmapper](#)
- [Chicago Apartment Finders](#)
- [MSL Admitted Students Roommate Finder Discussion Board](#)

For more information about student housing, you can check out the [Law School's student housing website](#).

Advice from MSL Alumni

Over the years, MSL alumni have shared some advice to help guide their successors through their MSL journey; here is a compilation of this wisdom.

General

- Be open-minded and listen to different opinions.
 - Be both confident and humble.
 - Read books on the recommended reading list for a great head start.
 - Get used to being right but wrong at the same time. The law is complex.
 - Step outside of your comfort zone and welcome a new way of solving issues. The law is not as clearly defined as you're used to in STEM fields. Embrace that; it'll make you a better colleague and advocate.
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Curriculum

- The 1st term (Fall1) for residential students has the heaviest case reading – the reading load gets lighter from there.
- Follow your curiosity when you choose elective classes; don't stick just to what you think you “should” be taking (or what others are taking).
- For some of you, this content will be harder than anything you've done before, and you'll be introduced to it at a speed that you might not be used to. It's completely okay to feel overwhelmed because this is new and hard content. Don't give up and keep working at it, and soon enough, it will get much easier to handle!
- Do your readings in advance and definitely prepare for all of your classes. This may sound like a broken record but being familiar with the material before your professor goes over it will help you get so much more out of each class, and you'll actually understand and remember the material even after assignments and exams are over. It also helps you participate in class and be a better classmate!
- If you don't understand a case/statute, look up case briefs and simple explanations on LexisNexis or Quimbee. We have access to both as law students, so make the most of those resources; they can help you understand some really complex topics.
- Take the time to take good notes, and then organize your notes well. Some exams are open note, so it helps to have things in an order that makes sense to you and will help you get to the correct section in the time that you have.
- Plan out your study time for each class throughout the week and keep a list/planner of due dates for assignments. Try to space out your readings and study in intervals throughout the week and the semester, or else it can all pile up really fast.

Power Weeks

- Attendance at all sessions of Power Week classes is absolutely required! Go to these class sessions or risk getting a No Credit grade. (It happened to me!)
 - Get a good night's rest before/during Power Weeks. The class can be long, and being rested will help you stay focused with a fresh and awake mind. Or find your favorite coffee place and order up on those espressos!
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Class Participation

- Whether you're someone who speaks up easily in class or someone who hates talking in front of others, you WILL be challenged to get out of your comfort zone during all the classes. Most of the classes are very discussion-based and your participating in the discussion is the BEST way to learn the content. This advice applies to both residential and online classes.
 - Ask all your questions (even if you feel like they're stupid!) because someone else might have the same question, and knowing where the questions lie will allow the professors to shape the discussion in a manner that resonates.
 - Resist the impulse to ask about your own or your cousin's (or whosoever) legal problems in class. Remember that your fellow students want to focus on the material being taught and may not care to know the details of your personal situations, no matter how interesting they seem to you.
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Faculty

- Listen. Your professors are some of the brightest legal minds in the world. You'll benefit greatly from their experiences and ways of solving and analyzing problems.
- Take anything taught by Prof. Reed. (He usually teaches a required course!)
- Talk to your professors either during office hours or in a separate meeting to get guidance on how to approach legal content as well as how to understand the expectations of the classes. All of the professors understand that you have non-legal backgrounds and that you're seeing this type of content for the first time. They're very eager to help you and to assist you through the process!
- Your previous learning/studying techniques may not work in this program, and that's totally normal! You've never had to learn legal content and it is going to seem very fast-paced, especially at the beginning. Talk to others in the program to see what is and isn't working for them and keep tinkering with your technique, until you find your comfort zone. Your professors will also be great resources for this because they can guide you

with how to properly identify important information in the readings and also with how to write the papers.

Career Services

- Network, network, network! Make the most of the networking events and talk to the MSL staff early regarding career planning. Be proactive about it.
 - Form good relationships with your peers, your professors, and the MSL staff, because they genuinely care about you and want to see you succeed.
 - Don't be afraid to ask professors for a reference or to network; they are happy to help.
 - If you do not have a LinkedIn profile, or even if you do, make sure to attend the session that teaches you how to create one and improve your profile.
 - Build friendships with your classmates, they will be your biggest networking resource.
 - Reach out to MSL alums – they're an awesome group and always willing to help!
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Community

- Join a club and/or participate in a variety of activities while you're in the program. There's always so much going on in the Law School!
- Stay active in the MSL community (attend events when possible and talk to the staff frequently).
- Allow yourself to lean on your peers and learn from each other. The program isn't designed to create competition among students; it is much better to nurture a collaborative cohort. Consider forming study groups.
- Getting involved in the MSL student advisory group gives you a great opportunity to get to know the student body and to tailor your experience by advocating for your interests and those of your classmates.
- Take the time to get to know your cohort! Try to interact with as many of your classmates as possible because each of them brings a unique set of skills and knowledge that you can learn from. This is especially true at the beginning of the program because everyone is going to be pushed out of their comfort zones with the new content, and being able to discuss cases and material with your classmates can really help solidify the learning.
- Make sure your class has a GROUPME, Slack, or Teams channel so everyone can communicate about classes and extracurricular things.
- Use Google Calendar or Outlook to keep up with all the events and exams and assignments. Setting reminders at the beginning of the week for what is coming up will help.
- Definitely read MSL This Week every week!
- If you are a residential student, make a point of getting to know online students. If you are an online student, really try to engage fully when you come to campus to take classes.

International Students

- For international students, especially for those who are traveling to the United States for the first time:
 - Try your best to immerse yourself in the English environment.
 - Make a point to get to know your domestic classmates.
 - Even if you got a high TOEFL or IELTS score, it can be challenging to understand your professors right away, but things will get better as long as you work hard.
- For domestic students, try to get to know your international classmates. They are a great resource and can help you form a robust network.

Around Campus

- Be a good tourist while you are in Chicago.
- Keep your ID handy because you often can receive a discount with it.
- The library lends out laptop power cables and just about anything else you could possibly need.
- If you want to use a study room, book it sooner rather than later, they go really fast (usually earlier in the week is good)! Especially during finals week, everyone is trying to find a spot to study, so plan ahead!