

**WAYNE STATE
UNIVERSITY**

LAW SCHOOL

Academic Regulations

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Contents

Section	Page
I. Requirements for the Juris Doctor Degree.....	1
II. Academic Eligibility to Continue in Residence.....	7
III. Changes in Course Elections	7
IV. Credit Hours.....	8
V. Examinations.....	8
VI. Due Dates for Written Papers	11
VII. Grades	11
VIII. Class Attendance, Preparation, Participation and Limitations on Remunerative Work	14
IX. Averages	15
X. Students Admitted with Provisional Advanced Standing.....	15
XI. Academic Probation.....	15
XII. Readmission.....	15
XIII. Application.....	17
XIV. Concurrent Degrees	17
Appendix A Student Files	18
Appendix B Rules Governing Seminars, Directed Studies and Clinics	20
Appendix C Policy and Procedures in Cases of Plagiarism and Other Cheating	22
Appendix D Law School Residence Credit	24
Appendix E ABA Standard 310 Credit Hours Policy.....	25
History of Amendments.....	31

Section I
Requirements for the Juris Doctor Degree

The following requirements must be met by students before they are entitled to receive the Juris Doctor degree:

1. A bachelor's or equivalent degree upon admission to the Law School or pursuant to an articulation agreement with an undergraduate institution that grants the degree upon successful completion of all required first year courses in the Law School.
2. Successful completion (i.e., a final grade of at least "D" in each course) of the following required courses:

Required First Year Courses

Civil Procedure A and B.....	6 semester credit hours
Constitutional Law I.....	3 semester credit hours
Contracts A and B.....	6 semester credit hours
Criminal Law.....	3 semester credit hours
Legal Research and Writing.....	4 semester credit hours
Property.....	4 semester credit hours
Torts.....	4 semester credit hours

Required Upper Class Courses

Professional Responsibility.....	2 semester credit hours
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Entering students enrolling in evening classes must complete required first year courses in the evening.

Any student who, for any reason, fails to complete a required first year course must take the course in the following year if the Law School schedule permits. (Absolute conflict of required courses will permit deferment of one for an additional year).

First year students enrolled in day courses who are permitted to take less than the scheduled load will make up the omitted course(s) in the evening, unless permission is given by the Dean or authorized representative to take it (them) in the daytime.

If the student did not complete the full year of Legal Writing and Research, the student must register for both semesters of the course in the following year unless otherwise agreed by the Director of Legal Writing. With respect to all other first year courses, the student shall register for the appropriate section as determined by the Assistant Dean of Students.

3. *Upper-level Writing Requirement.*

A. To be eligible to graduate, a student must satisfy the Upper-level Writing Requirement described in this section.

B. A student may not satisfy this Requirement with the same curricular offering used to satisfy the Experiential Learning and Professional Skills Requirement.

C. A student must receive a grade of “C” or better to use any course, clinic, workshop, directed study, or seminar to satisfy for this Requirement.

D. As used in this section, a “rigorous writing experience” means writing a substantial research paper, legal brief, journal note, or the equivalent. A writing experience shall not be considered rigorous unless it includes substantial individualized feedback from a member of the full-time faculty on one or more written drafts, as well as faculty review of the final submission.

E. The Upper-level Writing Requirement may be satisfied in three ways. (Note that regardless of which method is chosen, students must also comply with the certificate requirement set forth in subsection F, *infra*.)

- (i) *Classes Taught by Full-Time Faculty.* The Upper-level Writing Requirement may be satisfied in any course, clinic, workshop, directed study, or seminar taught by a full-time member of the faculty in which the student successfully completes, with the faculty member’s consent, a rigorous writing experience. Prior to registration each semester, the Records Office will identify those classes which full-time faculty members have indicated may be used to satisfy this Requirement. Students may also fulfill this Requirement through classes not on the list, if the faculty member teaching that class agrees and the other requirements of this section are met.
- (ii) *Classes Taught by Part-Time Faculty.* The Upper-level Writing Requirement may be satisfied by any course, clinic, workshop, directed study, or seminar taught by a part-time faculty member (or other instructor not a full-time member of the faculty) in which the student successfully completes, with the faculty member’s consent, a rigorous writing experience. However, the student must also obtain the agreement of a full-time faculty member to provide substantial individualized feedback on one or more written drafts, to review the final submission, and to provide the certificate required by the next subsection.
- (iii) *Service on Student Journal.* The Upper-level Writing Requirement may be satisfied by (i) satisfactorily serving, with a grade of “credit” for two or more semesters, as an editor of a student journal sponsored by the Law School, and (ii) successfully completing a Note, provided that a full-time faculty member agrees to give substantial individualized feedback on one or more written drafts of the Note, to review the final version of the Note, and to certify that the student has successfully completed a rigorous writing experience. By the final day of the exam period of the second semester of the Note-writing process, each student must provide the applicable faculty member with the final version of such Note.

F. Certificate Requirements. The Requirement is not satisfied unless the Records Office receives both a Certificate of Intent and a Certificate of Completion.

(i) *Certificate of Intent*

a. Certificate of Intent to Satisfy Requirement Using a Class. Students using a course, clinic, workshop, directed study, or seminar to satisfy the Requirement must, within such reasonable period following the commencement of classes as the Records Office may specify for a semester, submit a certificate attesting that they expect to satisfy the Requirement using the class. For classes taught by a full-time faculty member, the certificate must be signed by both the student and the faculty member. For classes taught by a part-time faculty member (or other instructor not a full-time member of the faculty), the certificate must be signed by the student, the course instructor, and the full-time faculty member who has agreed to oversee the Requirement (as provided in section E(ii), supra).

b. Certificate of Intent to Satisfy the Writing Requirement Using Journal Service. Students using journal service and completion of a Note must, within such reasonable period following the commencement of classes as the Records Office may specify during the first semester of the two-semester Note-writing process, submit to the Records Office a certificate attesting that they expect to satisfy the Requirement in this manner, signed by both the student and the full-time faculty member who has agreed to oversee the Requirement (as provided in section E(iii), supra).

(ii) *Certificate of Completion.* Within such reasonable period as the Records Office may specify following the end of the semester in which the student completed the requirements of subsection E, the student must submit to the Records Office a certificate, signed by the applicable full-time faculty member, attesting that the faculty member provided substantial individualized feedback on one or more written drafts and reviewed the final written submission, and that the student successfully completed a rigorous writing experience.

4. *Experiential Learning and Professional Skills Requirement.*

A. As used in these regulations:

- (1) “Clinic” refers to courses in which students work for real clients or on real cases/matters, and receive most of their instruction and supervision from faculty members.
- (2) “Externship” refers to courses in which students work for real clients or on real cases/matters, and receive most of their instruction and supervision from attorneys or judges who need not be faculty members.
- (3) “Simulation course” refers to courses in which students receive substantial experience, not involving an actual client, that (1) is reasonably similar to the experience of a lawyer advising or representing a client or engaging in other lawyering tasks in a set of facts and circumstances devised or adopted by a faculty member, and (2) includes the following: (i) direct supervision of the student’s

performance by the faculty member; (ii) opportunities for performance, feedback from a faculty member, and self-evaluation; and (iii) a classroom instructional component.

- (4) “Professional skills course” refers to courses in which students receive substantial instruction in professional skills — beyond traditional legal research, writing, and analysis — that are generally regarded as necessary for effective and responsible participation in the legal profession such as advocacy, case planning, client counseling, negotiation, mediation, business planning, law practice management, etc. To qualify for the professional skills requirement, a course must engage each student in multiple hands-on skills performances that are assessed by the instructor.

B. Except as provided below in subsections (1) and (2), to be eligible to graduate each student must successfully complete with passing grades or better at least six (6) credits of clinics, externships, or simulation courses that are primarily experiential in nature. At least three of these (3) credits must be completed through clinics or externships.

- (1) A student entering the Law School prior to Fall 2015 will be eligible to graduate if the student has successfully completed with a passing grade or better at least six (6) credits of professional skills courses including at least three (3) credits of clinics, externship practica, or externship colloquia.
- (2) Students entering the Law School prior to Fall 2013 will be eligible to graduate if they have successfully completed with a passing grade or better a professional skills course of at least two (2) credits.

C. Before registration for law school classes begins, the Dean’s Office will publish a list of all curricular offerings in the coming semester that fulfill this experiential learning and professional skills requirements.

D. A student may not satisfy any part of the experiential learning or professional skills requirement with the same curricular offering used to satisfy the upperclass legal writing requirement.

E. A student may not satisfy any part of the experiential learning or professional skills requirement with a required course.

F. A student may submit no more than fourteen (14) credits from clinics and externships (including colloquia and practica) toward completion of degree requirements.

G. A student may submit no more than eight (8) credits from externships (including colloquia and practica) toward completion of degree requirements.

H. Registration for clinics and externship are, in addition, governed by the following rules:

- (1) A student may not register for more than one externship or clinic per semester and

may not register for both an externship and a clinic in the same semester.

- (2) A student who has taken a clinic may not register for another (other than an advanced version of the same clinic) unless positions remain available two weeks after the Law School's registration period begins.
- (3) Clinical courses, externship colloquia, and externship practica may not be dropped later than the end of the first week of classes except upon the approval of both the instructor and the Dean or the Dean's designee.

5. *Residence.* Students must complete three years in residence. Full time residence credit will be based on 10 semester hours elected and satisfactorily completed for one-half year. A part-time student is one electing less than a full load of 10 semester hours. Such students will be given the percentage of residence based on the ratio of the number of hours elected and satisfactorily completed to 10 semester hours. See the tables in appendix D.

Except for first year courses, there is free election of courses, day and evening.

In no event can a person earn more than full-time residence credit during one academic term. Hours carried and passed over and above 10 hours can not be applied toward residence credit. The maximum student load is 16 credit hours for each academic term.

Only in rare, exceptional cases may loads heavier than those indicated be approved by the Dean or other appropriate administrative official.

While transfer between programs is possible, a student who enters the Law School as a full-time student must complete the requirements for the Juris Doctor degree within five years of the date he/she first entered the Law School, and a student who enters the Law School as a part-time student must complete the requirements for the Juris Doctor degree within six years of the date he/she first entered the Law School. A student may petition the Dean or appropriate faculty committee for a waiver of this rule. Such petitions shall be granted only in unusual circumstances, with notice of the action taken given to the faculty.

6. (a) *Credit requirements.* All students must complete 86 semester credit hours and must earn an overall average of 2.00 or better on all hours completed.

1. Each student must complete at least 64 credit hours in courses requiring regularly scheduled class sessions at the Law School. In calculating the credit hours required by this subsection (6)(a)(1), the following types of courses do not meet the requirement for "regularly scheduled class sessions at the Law School": courses taken outside the Law School (except for work done in ABA approved law schools and foreign study programs); directed studies; externship practica; internships; co-curricular activities (e.g. Law Review, Journal of Law in Society, Moot Court and Student Trial Advocacy Program); and clinics supervised by attorneys whose primary professional employment is outside the Law School (e.g. Criminal Appellate Practice Clinic and Patent Procurement Clinic).

Note: Grades received in all courses (including seminars) carried and completed in Law School will appear on each student's transcript. The transcript will show credit, but not grades, for courses (including seminars) carried and completed at other law schools or in other parts of Wayne State University.

(b) University Graduate Level Courses. A student may elect one law-related course on the graduate level in other departments of the University each term, with a limit of four (4) such courses. Prior approval to elect such courses must be obtained from the Dean of Students Office. In cases of students pursuing concurrent degrees with other schools or departments, graduate level courses satisfying the degree requirements of that school shall ordinarily merit approval. No credit will be given for study in other departments of the University except in accordance with this rule.

7. The final year of study must be completed in residence at Wayne State University Law School.
8. *Juris Doctor Degree with Honors.* Students who at the time of graduation are ranked academically in the top five percent on all work taken in the Law School may be awarded the special distinction of *Magna Cum Laude*, and the faculty may grant the award of *Summa Cum Laude* to one or more students achieving the highest distinction.

Students who at the time of graduation are ranked academically in the top 20 percent immediately below the *Magna Cum Laude* group on all work taken in the Law School may be awarded the special distinction of *Cum Laude*.

Those percentages may be increased to award honors to particular transfer students who may be designated by the faculty at the recommendation of the Dean.

9. *Transfer Credit.*

The Law School will transfer credits from all ABA-approved law schools for courses in which the student received a grade of "C" or better. If a course is graded on a Pass/Fail or No Credit scale, the Law School will only transfer credits with a certification from the institution that a Pass is equal to a grade of "C" or better.

The Law School will transfer the credits upon receipt of an official transcript sent directly from the credit-granting institution. Transfer credits are reviewed by the Assistant Dean of Students in conjunction with the Registrar. The student's Law School transcript will show credit, but not grades, for courses carried and completed at other law schools.

A transfer student may only receive credit for a course taken at the Law School that substantially overlaps with coursework taken at another school with the advance permission of the Assistant Dean of Students.

Wayne Law does not have any formal agreements with other schools for the purpose of facilitating transfer of credit between institutions ("articulation agreements").

Section II Academic Eligibility to Continue in Residence

A student shall not be eligible to continue in residence in the school if the student fails to attain at least a 1.67 average on all work taken during his first academic year in residence or if at the end of any subsequent academic year, the student's cumulative average falls below 1.67. A student who withdraws from the Law School before completing both semesters of the first academic year is not eligible to continue in residence in the school unless the Dean has determined that the withdrawal was for good cause.

A student whose average at the end of his first year of residence in Law School, whether the student is on a three-, four-, five- or six-year program, or at the end of any other academic year, is at least 1.67 but less than 2.00 for that year's work, shall be allowed to continue in Law School, but shall be on probation. Unless such student maintains a 2.0 average on all work taken between that point and the end of each subsequent year in which he/she remains on probation, he/she shall be ineligible to continue beyond the end of such year. (Each academic year concludes at the end of the grading period for the winter term.)

A student who has completed 3.00 years of residence as defined in Section I, paragraph 4, and who has completed at least the number of semester hours required for the degree, but is unable to graduate because of a failure to comply with the appropriate cumulative average provision in Section I, paragraph 5, shall not be eligible to continue in residence to make up the deficit in the absence of approval of the Dean or other appropriate official.

NOTE: *See* Section XII for the rules governing readmission of students ineligible to continue in Law School.

Section III Changes in Course Elections

A student may drop a non-required course by filing a drop notice in the Records Office at any time up to the day of the first examination, series of examinations, or due date for a research paper in that course that amounts to 20 per cent or more of the final grade. (Courses with a take home examination must be dropped before the examination is distributed.) After this date, a student may drop only with the permission of the instructor and the Dean or other appropriate administrative official. The above-stated regulation does not apply to first year required courses, which are mandatory in the year scheduled. Permission to drop a first year required course must be obtained from the Dean or other appropriate administrative official up to the day of any midterm or other examination for credit, and thereafter by permission of both the instructor and the Dean or other appropriate administrative official.

The drop will be effective on the date of the filing of the notice in the Records Office. Courses dropped shall not be counted to establish residence required in Section I, paragraph 4, and no credit shall be given for any course dropped.

Clinics, externship colloquia, externship practica, trial advocacy and seminars may not be dropped later than the end of the first week of classes without approval of both the instructor and

the Dean or other appropriate administrative official.

Courses scheduled during the fall or winter term shall not be added, or substituted for courses dropped, after the first week of classes in that term without approval of both the instructor and the Dean or appropriate administrative official.

Section IV **Credit Hours**

Semester credit hours are assigned to each course or seminar and announced in the Law School catalog and at the time of registration. Credit hours will be assigned to reflect the number of hours in class and student preparation for class, the time required for final examinations and preparation for them, and the time required for other assignments. A student may not earn credit for any course before the last day of classes for the academic semester.

Section V **Examinations**

Normally, written final examinations will be given at the end of each regular term in courses completed during the term. Except as otherwise permitted by these rules, a student who has elected a course will be required to take the regularly scheduled examination in each course. Failure to hand in an examination paper will result in a failing grade of "F" for the course. Withdrawal from school without submitting the appropriate notice of withdrawal to the Records Office does not countermand the "F" grade.

A student may not take a regularly scheduled midyear or final examination in a course other than at the time and date scheduled for the examination, except that upon establishment to the satisfaction of the Dean or other appropriate administrative official:

1. That his/her absence from the scheduled examination was occasioned by illness or some other contingency beyond his/her control, or
2. That after beginning the scheduled examination, he/she failed to hand in the examination because of illness or other emergency, he/she may be authorized to take a subsequent regular midyear or final examination. In this case, the grade of "I" will be given. The mark of "I" which is not converted to a letter grade within one year from the date it was received will be converted to an "F". Upon a showing of extraordinary hardship (e.g., a graduating senior whose graduation would be delayed for at least an academic term), in addition to the showings required under either (1) or (2) herein, the Dean or other appropriate administrative official may authorize the giving of a special examination.

Faculty whose written final examination will be a take home examination must inform the Records Office of their intention to require such an examination by June 15 for courses offered in the Fall Term, October 1 for courses offered in the Winter Term, and March 1 for courses offered in the Spring/Summer Term. All take home final examinations, of whatever duration, shall be administered during the final examination period, and students may complete the take

home examination at any time during that period.

Note: If regularly scheduled midyear or final examinations in two courses elected by a student are scheduled to be given at exactly the same time, the student shall take one examination immediately preceding the other.

Repetition of Examinations and Courses

(All references to “course” in subsections B through C below are construed to mean “semester” if the course has two semesters separately graded.)

A. A student who completed both semesters of the first academic year may repeat an examination in a course without registering for the course only once and only in the following circumstances:

1. If a student has received a grade of "E" or "F" in a course required by Section I, paragraph 2, he/she may take the examinations in that course.
2. If a student has been excluded from the Law School on academic grounds, he/she may reexamine in required first year courses pursuant to the provisions of Section XII of these regulations.

Note:

- a. All examinations that count toward determination of the final grade must be taken at regularly scheduled examination times. If a student repeats a midterm or other examination that counts toward determination of the final grade in a course as permitted by these rules, but does not repeat the final examination at the regularly scheduled examination time, he/she is deemed to have waived the right to repeat the examinations in the course, and the final grade in the course shall remain that which he/she received initially.
 - b. A student who intends to repeat an examination(s) under Section V (A) or V (B) must notify the Records Office prior to the first examination in the course.
- B. A student who has completed both semesters of the first academic year may repeat any course required by Section I, paragraph 2, in which he/she has received a grade of “E” or “F”.
- C. If a student receives a “C” grade or higher as a final grade in a course in which he/she has reexamined or retaken as permitted by these rules, the letter “P” indicating that he/she successfully passed the course will be recorded on the student's transcript. This “P” grade will be the student's official grade for the course although both the original grade and the repeat grade will be noted on the transcript. A “P” grade will not have any effect in determining the student's average.

If a student receives a “C-” grade or lower as a final grade in a course in which he/she has reexamined or retaken as permitted by these rules, the average of both grades will be recorded on the student's transcript and will be the official grade for the course, although

both grades will also be noted on the transcript.

Note 1: In the event of successful repetition of examinations as permitted by these rules, residence credit for a course will be awarded only once.

Note 2: If there is a change in the number of credits assigned to a course between the time it was originally taken and the time repeat examinations are taken as permitted by these rules, credit earned in the repeat examinations will be the lesser of the number of credits assigned to the course at the time it was originally taken and the number of credits assigned to the course at the time of the repeat examinations.

Note 3: A student who completed Civil Procedure or Contracts prior to Fall 1997 and who reexamines under this section may elect to have the final grade on reexamination determined by the average of the grades for the two semesters or may elect each semester's grade as a final grade for that semester.

Laptop Examinations

Except as provided in this paragraph, students may complete the written portion of an examination on a laptop computer. A faculty member may bar the use of laptops in an examination or a portion of an examination. If the faculty member does not bar the use of laptop computers, students in the course may elect either to handwrite the examination answer(s) or to write the answer on a laptop computer.

Students are not permitted to access the internet or other electronic files on a laptop computer. Students may not have any electronic communication while they are writing the examination answer(s) on a laptop computer.

Students electing to write the examination answer(s) on a laptop computer must acquire and install on the laptop computer that will be used for the examination the required examination management software, according to the procedures prescribed by the Records Office. A student who has not followed the prescribed procedure will not be allowed to use a laptop computer to write the examination answer(s) and will be required to handwrite the answer(s).

The Law School is not responsible for any equipment or software failure during the writing of the examination answer(s) and in the event of such failure will not provide a laptop computer to a student to complete the examination. If a student experiences equipment or software failure during the examination, the student must immediately discontinue use of the laptop computer, obtain one or more bluebooks from the proctor, and continue by handwriting the examination answer(s). The software makes a backup copy of the examination answer at periodic intervals, so a student should estimate the point at which the laptop computer ceased operating and handwrite the answer(s) from that point. Extra time will not be allotted due to an equipment or software failure.

Any violation of the regulations contained within this section will be deemed academic dishonesty as defined by Wayne State University Student Code of Conduct.

Section VI Due Dates for Written Papers

In all courses, seminars or directed studies in which the grade depends in whole or in part upon a written paper or papers, the paper(s) must be presented to the instructor on or before the final day of the examination period for the term in which the course, seminar, or directed study is taken, or at such earlier time as required by the instructor, or the instructor will not be required to accept the paper(s) for credit and the grade of "WP", "WF" or "WN" will be entered.

A student may be granted an extension of time only upon the establishment of adequate cause to the satisfaction of the instructor. However, the instructor must be able to submit a final grade for the course, seminar, or directed study at the end of the regular examination grading period for that term, and no extension of time will be permitted which precludes an instructor from complying with this requirement.

Section VII Grades

A. **Letter-Graded Courses.** Students will be graded in each letter-graded course in accordance with the following system:

<i>Grade</i>	<i>Honor Points</i>	<i>Grade</i>	<i>Honor Points</i>
A+	4.00	C+	2.33
A	4.00	C	2.00
A-	3.67	C-	1.67
B+	3.33	D+	1.33
B	3.00	D	1.00
B-	2.67	F	0.00

The grade "F" is a failing grade. (See Section V- The grade "F" will be entered for failing performance, as well as for failure to hand in examination papers and failure to officially withdraw from the course or Law School.)

The grades "D", "D+" and "C-" are passing but unsatisfactory grades. The grades "C" and above are satisfactory grades.

The grade "P" (Pass) will be entered (1) if a student receives a "C" grade or better in a course he/she has retaken or in which he/she has reexamined as permitted by Section V or Section XII, or (2) if a student receives a "C" grade or higher in a course he/she has elected to take on a Pass-No Credit basis as permitted by Section VII.

B. **Non-Letter-Graded Courses:** The faculty may designate certain courses to be graded on an Honors-Pass-Low Pass-No Credit Basis. These courses shall be clearly identified in the course catalog and registration materials. Grades in these courses will not be used in determining a student's honor point average.

The grade “H” (Honors) will be entered if work is significantly superior to the average level of performance in the Law School.

The grade “P” (Pass) will be entered if work is at or above the level of performance that on the average is required for the award of a J.D. degree at the Law School, but not significantly superior to the average level of performance in the Law School.

The grade “LP” (Low Pass) will be entered if work is below the level of performance that on the average is required for the award of a J.D. degree at the Law School but still deserving of credit.

The grade “NC” (No Credit) is a failing grade for which no credit will be awarded.

C. ***Co-Curricular Activities: Courses Taken Outside of the Law School.*** Grades in co-curricular activities and courses taken outside of the Law School will not be used in determining a student’s honor point average.

The grade “CR” (Credit) will be entered for (1) satisfactory participation in approved co-curricular activities, e.g., Law Review, Journal of Law in Society, Student Trial Advocacy Program, Moot Court, (2) courses satisfactorily completed at other law schools or in other divisions of Wayne State University for which credit is given toward a degree in this school.

The grade “NC” (No Credit) will be entered if a student’s participation in an approved co-curricular activity is unsatisfactory.

D. ***Withdrawals.*** The grade “WP” (Withdrawal-Passing), “WF” (Withdrawal-Failing), or “WN” (Withdrawal-No Grade) will be entered for a course when a student files a drop notice in the Records Office in accordance with Section III or when a student fails to submit a paper or papers on time, as described in Section VI. For a course in which the final grade is based on a final examination, the instructor will enter a grade of “WN” for a withdrawal. For a course in which the final grade is based on papers on other assignments, the instructor will enter a grade of WP” if the student has performed at a passing level up to the time of the withdrawal, a grade of WF” if the student had performed at a failing level up to the time of withdrawal, or a grade of “WN” if the student had not yet submitted any graded assignments or papers by the time of the withdrawal.

E. ***Incompletes.*** The grade “I” (Incomplete) will be entered in a course when a delay of examination has been given pursuant to Section V. The grade “I” will not be entered for failure to timely complete the requirements of a course, seminar, or directed study that involves submission of a written paper or papers. The mark of “I” is inappropriate if, in the instructor’s judgment, it will be necessary for the student regularly to attend subsequent sessions of the class. Should regular attendance become necessary, the student must register for the class in the term(s) in which attendance is planned. In the event of a second registration for the course, the mark of “I” for the original election will be changed to “WP”, "WF", or "WN" and the student will be assessed tuition and applicable fees for the second registration.

F. ***Election of Pass-No Credit Grading.*** In any single term or summer session in which a student is eligible to elect non-required courses, a student may elect to take one non-required

letter-graded course on a Pass-No Credit basis. A student electing to take a course on a pass-no credit basis must so inform the Records Office by the end of the sixth week of classes in that course, or by the end of the second week of classes in summer school. For year-long courses, election of Pass-No Credit must be made by the end of the sixth week of classes of the fall term. The instructor will not be made aware of the student's election and will grade the student in his/her accustomed manner. The Records Office, upon receipt of the student's final grade in the course will enter an "A+" through "C" as a "P" (Pass) and a "C-" through "F" as a "NC" (No Credit) on the student's transcript as the student's official grade in the course. Up to four courses passed on this basis at the Law School may be credited for residence and hours towards graduation, but will not be included in determining the student's honor point average. A "NC" (No Credit) grade will not be computed at all in determining the student's honor point average.

Note 1: A student who has elected to take a course on a Pass-No Credit basis may rescind that election no later than three days after the Records Office posts the student's grade and may thereby take the assigned letter grade in lieu of the "Pass" or "No Credit."

Note 2: Election of a course in another University division for which a student will be given a grade of "CR" precludes election of a Law School course on a Pass-No Credit basis during that term.

Note 3: Seminars, Directed Studies, Clinics, and Externship Colloquia may not be elected on a Pass-No Credit basis.

F. [omitted]

G. **Grade Review.** As soon as possible after each regular term, the Registrar will officially notify each student in writing of the grades earned by him or her in courses completed during the term. Students may ask faculty members for informal review of a grade. A faculty member may not change a final grade except for technical errors (computational errors, errors in transposing a grade and the like). Any faculty member who submits a grade change must also submit in writing the reason for such a change, which shall be retained by the Records Office as part of the permanent grade records.

A grade dispute may be appealed to the Dean, if the dispute cannot be resolved through informal review by the faculty member and involves an allegation that the grade was based on:

- improper discriminatory criteria
 - race,
 - color,
 - religion,
 - national origin,
 - sex (including gender identity),
 - sexual orientation,
 - sexual harassment or discrimination,
 - marital status,
 - familial status,
 - age,
 - height,

- weight,
- veteran status,
- disability; or
- other invidious or meretricious criteria; or
- a faculty member's failure to comply with academic rules and regulations.

Such an appeal must be submitted in writing within 30 days following official notification of grades for the term in which the disputed grade was assigned. The Dean will review the complaint and invite the faculty member involved to reply in writing to the objections of the student. If the Dean has reasonable grounds to believe that the student's complaint is valid, the Dean shall afford the parties the opportunity for a hearing. Within 60 days following receipt of the appeal, the Dean will render a final written decision that shall, if the grade is changed, be retained by the Records Office as part of the permanent grade records.

Section VIII

Class Attendance, Preparation, Participation and Limitations on Remunerative Work

- A. The Law School requires regular and punctual class attendance of all students. In addition, the Law School expects students registered for 12 or more credit hours to devote substantially all working hours to the study of law. Such students are not entitled to engage in remunerative employment for more than twenty hours per week, whether outside or inside the Law School. This work hour limitation exists to ensure compliance with ABA Standard 304, which states, in part, as follows: *(f) A student may not be employed more than 20 hours per week in any week in which the student is enrolled in more than twelve class hours.*

Enforcement: To be in compliance the Law School requires that law students acknowledge that they have read the relevant academic regulation and ABA Standard 304(f). This acknowledgement shall be completed for each semester in which a student is enrolled by checking a box displayed via Pipeline on the “Financial Responsibility Page.”

- B. *Faculty responsibilities.* Subject to the provisions of Section VIII(B) and (C), each faculty member is expected, with respect to each course, seminar, or clinic taught by him or her, to implement reasonable mechanisms for determining which students are in attendance in each session and for enforcing the Law School’s requirement of regular and punctual attendance.

Enforcement. A faculty member may implement the attendance policy through grade adjustment or exclusion from the examination to enforce regular and punctual attendance, preparation, and participation in class:

For courses graded anonymously, a faculty member may raise a student's grade by one step (e.g., from a B to a B+) for exceptional participation in class discussions.

For courses graded anonymously, a faculty member may lower a student's grade by one step (e.g., from a C to a C-) for poor or non-punctual attendance, lack of preparation, or failure to participate in class discussions. If a student's grade is lowered to a C- and the student has selected the pass-no credit option (Section VII), the student will receive a "NC" (no credit)

for the course.

A faculty member may adopt an enforcement mechanism that includes exclusion from an examination or the assignment of extra work as sanctions. Exclusion from an examination will result in withdrawal from the course.

A faculty member may give a failing grade to any student who fails to attend regularly and punctually or who fails to complete any course requirement or participate in seminar activity.

C. **Notice.** Each faculty member must comply with the following procedures:

The faculty member shall take reasonable steps to provide notice of the grading and the attendance policy to all students enrolled in the class. Such steps shall include provision of written notice to the class before the end of the second full week of classes.

The faculty member shall send notice to any student (at the address on file with the Records Office) whose attendance has placed the student in jeopardy of being excluded from the final examination or receiving a failing grade.

D. **Probation.** In extreme cases of excessive absence, the faculty by vote may place the student on probation.

Section IX Averages

A student's scholastic standing in the school will be determined by his/her average on the work in all courses in which he/she received grades on the A+ – F grading system.

Courses completed in some other law school or another division of Wayne State University for which credit is given toward a degree in this school will have no effect in determining the student's average; a grade of “Cr.” will be entered.

Section X Students Admitted with Provisional Advanced Standing

Credits given provisionally for work done at other law schools may be withdrawn if a student fails to maintain a satisfactory record at this school and in no case will they become final until the student demonstrates by work successfully completed in this school that he/she can satisfy the requirements for the degree.

Section XI Academic Probation

A student whose overall average, or whose average for an academic year, is below 2.00 shall be placed on probation.

Unless the student who has been placed on probation maintains a 2.00 average for all work taken between that point and the end of each subsequent year in which he/she remains on probation, he/she shall be ineligible to continue beyond the end of such year. (Each academic year concludes at the end of the grading period for the winter term.)

Note: A student who is on probation during the senior year in Law School and who meets the requirements for graduation enumerated in Section I, will graduate notwithstanding a failure on his/her part to maintain a 2.0 average on all work taken during the senior year.

Section XII Readmission

A student who on academic grounds is ineligible to continue in residence (except a student who has a grade point average below 1.00 after his or her first year of Law School) may petition the Dean or the appropriate faculty committee for a waiver of the rules applicable to his/her case. The Dean or the appropriate committee may approve such petition, subject to such conditions as may be deemed appropriate, provided the circumstances in the case are such as to convince the Dean or the Committee (1) that further trial will result in success, and (2) that the petitioner has not had a sufficient opportunity to demonstrate capacity for law school work or that the grades do not accurately reflect the ability and capacity of the student for the study of law.

Note 1: A memorandum detailing the readmission process to be employed at the end of an academic year will be issued by the Dean during the spring of that year.

Note 2: The “appropriate faculty committee” is currently the Readmissions Committee.

A student who is excluded from the Law School on academic grounds at the end of the first year may at any time within two years after the exclusion take the examinations in any required first year course (i.e., all examinations, papers and projects that count toward determination of the final grade) in which he/she has received a grade of less than “C”, and in which he/she has not previously reexamined. If a student receives a “C” grade or higher as a final grade in a course in which he/she reexamines as permitted by this rule, the letter “P” indicating that he/she successfully passed the course will be recorded on the student's transcript. This “P” grade will be the student's official grade for the course although both the original grade and the repeat grade will be noted on the transcript. A “P” grade will not have any effect in determining the student's average. If the student's revised cumulative average (with “P” courses eliminated) is a 2.00 or better (a 1.67 or better for a student excluded on academic grounds at the end of the 1991-92 academic year), the student will be permitted to reenter on probation. If a student receives a “C-” grade or lower as a final grade in a course in which he/she reexamines as permitted by this rule, the average of both grades will be recorded on the student's transcript and will be the official grade for the course, although both grades will also be noted on the transcript. (A student who completed Civil Procedure or Contracts prior to Fall 1997 and who reexamines under this section may elect to have the final grade on reexamination determined by the average of the grades for the two semesters or may elect each semester's grade as a final grade for that semester.)

These provisions for reexamination are not available to a student (1) who has been readmitted and is currently a student in the school, (2) who is ineligible as a matter of right to continue in school having been excluded for failure to receive a 2.0 average after having been placed on probation, or (3) who has been excluded from the school on academic grounds a second time, or (4) who has a grade point average below 1.00 after his or her first year of Law School.

Section XIII Application

These regulations are applicable to all students now in the Law School and to those who will be admitted in the future. These regulations may be amended by the faculty from time to time and may be binding, at the discretion of the faculty, on all students from the date of such amendment. Notice of amendments to the regulations will be posted on the official bulletin board of the Law School and the Law School website.

Section XIV Concurrent Degrees

The Law School, in conjunction with other Wayne State University schools and departments, offers the following concurrent degrees: J.D./M.A. (Economics); J.D./M.A. (History); J.D./M.A. (Political Science); J.D./M.A.D.R. (Dispute Resolution); J.D./M.B.A; J.D./M.S. (Criminal Justice). To be awarded these degrees, students must be separately admitted to both the Law School and to the relevant school or department and must satisfy the requirements of the J.D. degree, as established in Section I, as well as those of the other relevant school or department.

Appendix A

Student Files

- I. *Contents.* Student files maintained by the Law School shall contain only:
- A. Admissions data
 - B. Law School transcript and material concerning students' law school programs and academic status, and
 - C. Letters regarding certification of completion of degree, transcript requests, and other material relating to former students' attendance at the Law School.

The contents should not include letters of recommendation except for letters of recommendation pertaining to admission.

- II. *Recordation of Entry.* A record shall be kept of every entry into a student's file. An entry is defined as an inspection, addition, or removal of information in the file. The record shall note for every entry: (1) date of entry, (2) person entering, (3) reason for entering, and (4) date file returned if different from date of entry.

However, authorized records and Admission Office personnel making (1) notations on transcripts or substituting updated transcript, (2) inserting correspondence or other material which is dated and signed, or (3) abstracting data for statistical analysis, need not comply with the above requirement of recordation.

- III. *Access*

- A. Every student and former student of Wayne State University Law School shall have the right to inspect his/her individual student file, excluding letters of recommendation placed in a record prior to January 1, 1975. A request for access must be in writing and addressed to the Law School official responsible for maintenance of and control over student records. The inspection shall take place in the presence of Records Office Personnel during normal business hours. Material shall not be removed from the file.
- B. Other authorized persons shall have access to student files subject to those limitations which are listed below:
 - 1. The Deans and the Director of Graduate Studies;
 - 2. Faculty members with the written authorization of a dean or the written permission of the student. Such authorization or permission shall be placed in the file;
 - 3. The Registrar and Records Office personnel for the purpose of maintaining files;

4. Admissions Office and Financial Aids Office personnel for the purposes connected with the performance of their duties;
 5. Any other person who has obtained the prior written permission of the student, but such person shall not have access to letters of recommendation.
- IV. *Objecting to Material in Files.* If a student believes that his record is inaccurate, misleading, incomplete, or in violation of his privacy, he may question the information pursuant to the University Procedure for Student Challenge of Educational Records, dated February 24, 1976.
- V. *University Requirements.* The policy established in this proposal shall not be inconsistent with any University policy pertaining to the release of information about students.

Appendix B

Rules Governing Seminars and Directed Studies

- A. Directed studies and seminars are limited to cases where full-time instructors are available to guide the directed study.
- B. A directed study or seminar will be treated as work for the term or terms during which it was enrolled in, and work must be completed within the regular examination grading period of that term or terms. If the paper is not handed in within that period, the student must withdraw. The grade of “Incomplete” will not be given.
- C. Directed studies and seminars are letter-graded courses. A directed study may not be elected on a Pass-No Credit basis.
- D. A student may not elect a directed study if the student is eligible to elect a seminar during the same academic year which covers the same general subject matter on which the student wishes to write.
- E. A student may not elect a directed study and a seminar in the same term; nor may a student elect two directed studies or two seminars in one term.
- F. Directed studies shall be limited to not more than 2 semester credits. A student may not submit more than 4 semester credits of directed study or Tutorial in Commercial Law for completion of degree requirements.
- G. To register for directed study, a student must obtain the prior written approval of the instructor guiding the study and the Dean or authorized representative.
- H. For exceptional reasons, the Dean or authorized representative may grant a variance of the above rules, except sentence 1 of rule F.

Rules Governing Clinics and Externships

[superseded by Section I.4.]

- A. The term “clinic” refers to courses where students work for real clients or on real cases/matters, and receive most of their instruction and supervision from faculty members. Examples include the Asylum & Immigration Law Clinic, the Business & Community Law Clinic, the Criminal Appellate Practice Clinic, the Disability Law Clinic, the Legal Advocacy for People with Cancer Clinic, the Patent Procurement Law Clinic, and the Transnational Environmental Law Clinic, as well as advanced versions of the aforementioned courses.
- B. The term “externship” refers to courses where students work for real clients or on real cases/matters, and receive most of their instruction and supervision from attorneys or judges who need not be faculty members. Examples include the Corporate Counsel, Criminal Justice, Judicial, and Public Interest Externships.
- C. A student may submit no more than 14 semester credits from clinics, externship colloquia and externship practica toward completion of degree requirements.
- D. A student may submit no more than 8 credits from externship colloquia and externship practica toward completion of degree requirements.
- E. A student may register for no more than one externship or clinic per semester and may not register for both an externship and a clinic in the same semester.
- F. A student who has taken a clinic may not register for another (other than an advanced version of the same clinic) unless positions remain available two weeks after the Law School’s registration period begins.
- G. Clinical courses, externship colloquia, and externship practica may not be dropped later than the end of the first week of classes without approval of both the instructor and the Dean or other appropriate administrative official.

Appendix C

Policy and Procedures in Cases of Plagiarism and Other Cheating

A. *Plagiarism*

In cases of serious plagiarism it would appear irresponsible not to invoke severe disciplinary sanction, e.g., suspension, for a time stated; or permanent suspension subject to the right to petition for readmission at the end of a time stated. Such is the case of a student who presents verbatim (or nearly so) the work of another as his own. Here the inference of intent to deceive is overwhelming. To rely on the “F” grade as sufficient sanction – even if it carries with it loss of residency – overlooks the multiple nature of what has been done; the failure to meet minimum academic requirements plus the egregious breach of academic and professional ethic. Lest this appear harsh, note that the student who adopts this course of conduct has rejected the alternatives of withdrawal from the course, seminar, or directed study nor has he/she presented grounds – should such in fact exist – for seeking more time through an “incomplete”.

Included in this first category is the pervasive paraphrase of another's work without acknowledgement.

Of equally serious character is the appropriation of another's idea without acknowledgement – even though it is restated in the language of the student with adaptation beyond mere paraphrase.

Perhaps less serious is the case where, although citation is made in one part of the student's work, paraphrase or even quotations are not acknowledged thereafter. Here only may the “F” grade, if it involves loss of residency or default of probationary conditions be considered adequate sanction.

In cases where the misrepresentation is not pervasive but is narrowly limited, it may be attributed to oversight, if the source is accurately cited elsewhere in the paper. Here the question is more ambiguous than in the above situations and therefore should be viewed with a “benevolent skepticism”.

In all cases where other than the “F” grade is involved, the instructor shall provide the Dean with a memorandum which shall contain a detailed statement of the allegation. The matter shall be handled in accordance with the Wayne State University Student Due Process Policy.

B. *Cheating*

In all cases of alleged cheating on law school examinations, the person or persons transmitting information concerning the alleged cheating shall provide the Dean with a memorandum which shall contain a detailed statement of the allegation. The matter shall be handled in accordance with the Wayne State University Student Due Process Policy.

C. *Reports to Bar Admission Authorities*

In the case of a finding by the appropriate hearing board that the charge brought against a law student in a disciplinary proceeding is proved and the charge is not dismissed, or in the case of the acceptance by the law student of a judgment of the Dean of the Law School in a disciplinary matter, the Dean shall promptly report the fact of, or basis for, and result of that disciplinary proceeding to the Committee on Character and Fitness of the State Bar of Michigan, and to the bar admission authorities of other states that request that information. For the purposes of this resolution the term “student” includes “former student”.

The Dean or any other member of the faculty may report to any bar admission authority information about a student pursuant to a) the requirements of Canon One¹ and Ethical Consideration 1-3² of the Code of Professional Responsibility promulgated by the American Bar Association, or b) the written authorization of that student.

¹ “A lawyer should assist in maintaining the integrity and competence of the legal profession.”

² “Although a lawyer should not become a self-appointed investigator or judge of applicants for admission, he should report to proper officials all unfavorable information he possesses relating to the character or other qualifications of an applicant”.

Appendix D

Residence Credit

RESIDENCE CREDIT FOR SEMESTER CREDIT HOURS

20 hours = 1 full year

10 hours per term - full-time
carried and passed

10 hours = .50 - 1 term or 2 residence year

9 hours = .45

8 hours = .40

7 hours = .35

6 hours = .30

5 hours = .25 (summer term maximum)

4 hours = .20

3 hours = .15

2 hours = .10

1 hour = .05

The maximum residence credit a student can earn in a fall or winter term is .50 (2 yr.), regardless of the number of semester hours over 10 he/she carries. Credit earned over 10 *cannot be applied* toward residence credit in another term. The maximum residence credit a student can earn in a summer term is .25 (1/4 yr.).

Appendix E

ABA Standard 310 Credit Hours Policy

The faculty at its January 9, 2018, faculty meeting adopted the following new policy as an appendix to the Academic Regulations:

The Law School's faculty has adopted this Credit Hours Policy ("Policy") in order to implement the accreditation requirements of American Bar Association Standard 310 ("Standard 310") for determination of credit hours.

In accordance with Standard 310, students must complete an amount of work that reasonably approximates at least 45 hours of coursework per credit hour awarded. "Coursework" includes both (1) direct faculty instruction or classroom time and (2) out-of-class student work. In accordance with Standard 310, hours for coursework will be computed for purposes of the foregoing by treating (1) 50 minutes of direct faculty instruction or classroom time as equivalent to one hour³ and (2) 60 minutes of out-of-class student work as equivalent to one hour. For purposes of this Policy, "direct faculty instruction or classroom time" includes any time allotted for monitored examination, as well as any time allotted for mandatory faculty-led review sessions or mandatory faculty-student meetings; and "out-of-class student work" includes student work required to complete traditional reading assignments, writing and/or research assignments, group problems, and/or any non-traditional out-of-class assigned student work, as well as the hours of student work required to prepare adequately for classes and examinations (monitored or take-home) and to complete take-home examinations. Both direct faculty instruction or classroom time and out-of-class student work are determined in the aggregate over a semester. A "semester" as referenced in this Policy includes the thirteen weeks of the Law School's fall and winter terms, the 6-1/2 weeks (10 weeks in the case of externship practicum and colloquium coursework) of the Law School's spring/summer term, and the reading periods and examination periods for each such term.

Effective as of January 8, 2018, for each type of coursework for which the Law School grants credit toward a degree, the requirements specified below will apply:

Lecture-type courses:

The Law School offers a number of lecture-type courses. For purposes of this Policy, a "lecture-type class" refers to a traditional law school course involving lecture, Socratic-style question and answer, other faculty-directed discussion, or any combination of the foregoing. Such a lecture-type class typically, but not always, culminates in a monitored final examination, and the number of credit hours for a lecture-type class correlates to the number of classroom hours for which such class is scheduled to meet each week during the Law School's semester.

For each credit hour awarded for coursework for lecture-type classes, faculty will (1) provide

³ ABA Interpretation 310-1 provides that "fifty minutes suffices for one hour of classroom or direct faculty instruction" under Standard 310.

students with at least 750 minutes (equivalent to 15 50-minute “hours”) of direct faculty instruction or classroom time during the semester and (2) make assignments that the assigning faculty member reasonably believes will require at least 30 hours of out-of-class student work during the semester. The Law School’s Associate Dean will schedule regular class periods with a duration of 55 minutes per credit hour⁴ for each of the thirteen weeks of the Law School’s standard fall and winter semesters⁵ (and equivalent minutes per credit hour for each week of the Law School’s spring/summer semester) (such schedule to be considered the “normal schedule”). To the extent such normal schedule results in fewer than 750 minutes of direct faculty instruction or classroom time during the semester for a particular lecture-type class,⁶ the faculty member who teaches such class must schedule at least one of the following: (1) a monitored examination outside of regularly scheduled class periods; (2) a mandatory faculty-led review session outside of regularly scheduled class periods; or (3) mandatory faculty-student meetings outside of regularly scheduled class periods (or other similar mandatory sessions involving direct faculty instruction outside of regularly scheduled class periods). Such monitored examination, mandatory faculty-led review session, or mandatory faculty-student meetings must be scheduled to offer each student sufficient additional minutes of direct faculty instruction or classroom time, outside of regularly scheduled class periods, to provide a total of 750 minutes of direct faculty instruction or classroom time per credit hour. Such monitored examination, mandatory faculty-led review session, or mandatory faculty-student meetings will be considered part of the normal schedule.

The normal schedule specified above may be adjusted, with the consent of and after discussion with the Law School’s Associate Dean, for a lecture-type class in which the faculty member requires and includes on the course syllabus time for (1) additional direct faculty instruction or classroom time outside of regularly scheduled class periods or (2) additional out-of-class student work that, in the aggregate, results in at least the same total hours of coursework as the normal schedule. However, notwithstanding the foregoing, under no circumstances will any adjustment to the normal schedule be permitted unless (1) the adjusted schedule provides a total of at least 45 hours of coursework per credit hour and (2) the faculty member who requests the adjustment provides written justification and a detailed computation of how the adjusted schedule will satisfy Standard 310 and this Policy.

Seminars:

The Law School offers a number of courses approved as “seminars” by the Law School’s

⁴For any class scheduled for a duration of at least 110 classroom minutes on one day, the Associate Dean will schedule additional time (10 minutes) to permit a break during the class. Such additional break time will not be counted in the computation of the number of minutes of direct faculty instruction or classroom time for such a class.

⁵The schedule for the winter 2018 semester was fixed during the fall 2017 semester while this Policy was under consideration but not yet finalized and adopted. In order to ensure compliance with Standard 310 for the winter 2018 semester, the Associate Dean scheduled classes (other than clinics and externship colloquium classes) for 60 minutes per week per credit hour.

⁶A three-credit lecture-type class scheduled in 85-minute blocks (the Law School’s ordinary schedule for three-credit classes taught two days per week) two days each week for thirteen weeks will provide 2210 minutes of direct faculty instruction or classroom time. A three-credit lecture-type class scheduled in three 55-minute blocks each week for thirteen weeks will provide 2145 minutes of direct faculty instruction or classroom time. In order to satisfy Standard 310, a three-credit lecture-type class must provide at least 2250 minutes (3 x 750 minutes) of direct faculty instruction or classroom time. The additional required minutes per credit hour will be provided through a monitored examination, mandatory faculty-led review session, or mandatory faculty-student meetings.

Academic Affairs & Curriculum Committee. For purposes of this Policy, a “seminar” refers to a course that includes a classroom component and requires significant amounts of out-of-class research and writing work by students. As a reflection of the amount of out-of-class research and writing work required of students, the Law School awards three credit hours for seminars although the number of classroom hours for which seminar classes are scheduled to meet correlates to two hours each week during the Law School’s semester.⁷

For the three credit hours awarded for coursework for seminars, faculty will (1) provide students with at least 1430 minutes (equivalent to 28.6 50-minute “hours”) of direct faculty instruction or classroom time during the semester and (2) make assignments that the assigning faculty member reasonably believes will require at least 106.4 hours of out-of-class student work during the semester, including during the reading and examination periods for such semester.⁸ The Law School’s Associate Dean will schedule seminar class periods with a duration of 55 minutes per credit hour⁹ for each of the thirteen weeks of the Law School’s standard fall and winter semesters (and equivalent minutes per credit hour for each week of the Law School’s spring/summer semester) (such schedule to be considered the “normal schedule”).

The normal schedule specified above may be adjusted, with the consent of and after discussion with the Law School’s Associate Dean, for a seminar class in which the faculty member requires and includes on the course syllabus time for mandatory faculty-student meetings outside of regularly scheduled class periods (or other similar mandatory sessions involving direct faculty instruction outside of regularly scheduled class periods). However, notwithstanding the foregoing, under no circumstances will any adjustment to the normal schedule be permitted unless (1) the adjusted schedule provides a total of at least 45 hours of coursework per credit hour and (2) the faculty member who requests the adjustment provides written justification and a detailed computation of how the adjusted schedule will satisfy Standard 310 and this Policy.

Directed Study:

The Law School permits students to receive up to two credits for a directed study. The type of work completed for a directed study is determined by the supervising faculty member and the student, subject to the Law School’s Academic Regulations. For each credit hour awarded for any directed study, a student must complete at least 45 hours of out-of-class work under the supervision of a faculty member in accordance with the Academic Regulations. Students must provide the supervising faculty member with a log of all hours worked by the last day of the examination period for the semester for which directed study credit is sought, including hours worked after completion of at least 45 hours of out-of-class work per credit hour.

Clinics:

⁷The Law School’s seminars thus fit the category of a “paper course” as discussed in the ABA Managing Director’s Guidance Memo, Standard 310 (May 2016).

⁸As noted above, the 1430 minutes equals 28.6 hours of direct faculty instruction or classroom time, computed using Standard 310’s approved equivalence of 50 minutes for each hour. In order to provide a total of at least 135 coursework hours as required for a three-credit course (including all seminars), the remaining 106.4 hours for a seminar must be satisfied by required out-of-class student work.

⁹For any class scheduled for a duration of at least 110 classroom minutes on one day, the Associate Dean will schedule additional time (10 minutes) to permit a break during the class. Such additional break time will not be counted in the computation of the number of minutes of direct faculty instruction or classroom time for such a class.

The Law School offers a number of clinics that permit students to earn varying numbers of credit hours depending on the clinic in which a student works. Each basic clinic includes both a classroom component and a minimum number of out-of-class hours of clinic work. Advanced clinics may or may not include a classroom component, but all require a minimum number of out-of-class hours of clinic work.

For each credit hour awarded for coursework for any clinic, faculty will provide students with sufficient hours of direct faculty instruction or classroom time that, when combined with assigned out-of-class student work during the semester, should total at least 45 hours of coursework during the semester. Clinic coursework includes: (1) mandatory faculty-led clinic orientation sessions, (2) a student's preparing for and attending weekly clinic seminars and case rounds, (3) student meetings with faculty for regularly scheduled supervision sessions, as well as additional sessions as necessary, and (4) all aspects of a student's work in advising and representing clients and related matters involved generally in running a law practice. In accordance with the requirements of the clinic in which a student is enrolled, clinic students must provide the faculty member teaching the clinic with a log of all hours worked outside of direct faculty instruction and classroom time, including hours worked after the student has completed at least 45 hours of coursework per credit hour.

Externships:

The Law School offers a number of externship field placements that permit students to earn credit hours upon successful completion of the externship requirements. In order to earn two or four credit hours for an externship field placement¹⁰ during a semester, a student must (1) complete at least 150 hours of supervised work at the field placement (called an externship "practicum") during the semester and (2) enroll in a companion lecture-type class (called an externship "colloquium") during the same semester. The colloquium class offers direct faculty instruction and classroom time, and requires out-of-class student work, related to the field placement externship practicum. Each colloquium class meets each week during a semester for approximately two hours per week.

For the two or four credit hours awarded for coursework for the combination of an externship practicum and colloquium,¹¹ faculty will (1) provide at least 1430 minutes (equivalent to 28.6 50-minute "hours") of direct faculty instruction or classroom time during the semester through the colloquium class, (2) make assignments that the faculty member reasonably believes will require at least 1.4 hours of out-of-class student work during the semester, and (3) require students to complete at least 150 hours of out-of-class work through the externship field placement. The Law School's Associate Dean will schedule colloquium class periods with a duration of 110 minutes per week¹² for each of the thirteen weeks of the Law School's standard

¹⁰ If a student completes an externship field placement and the related colloquium class, the student may earn four hours of credit. Students may elect to earn only two hours of credit by enrolling for credit only in the colloquium class, but a student who makes such an election must still fulfill the requirements of the practicum. Students may not earn credit for an externship practicum without also taking the related colloquium class for credit.

¹¹ *Id.*

¹² The required 150 hours of field placement out-of-class work provided by the externship practicum, plus the 1430 minutes (equivalent to 28.6 50-minute "hours") of direct faculty instruction or classroom time provided through the related and required externship colloquium class, plus at least 1.4 hours of out-of-class student work required for the

fall and winter semesters, and equivalent minutes per credit hour for each week of the Law School's spring/summer semester (such schedule to be considered the "normal schedule").

Co-Curricular Activities and Other Academic Work:

The Law School offers a variety of co-curricular activities and opportunities for other substantive academic work, including moot court, mock trial, transactional and other competition programs, and law reviews and journals (collectively and individually referred to herein as "co-curricular activity"). The Law School awards a maximum of one credit hour per semester for satisfactory completion of these activities, subject to the requirements of each such activity and the Academic Regulations.

For any co-curricular activity for which credit is awarded, a student must complete at least 45 hours of out-of-class work per credit hour in accordance with the requirements of the activity and under the supervision of the faculty adviser for the activity. Students must log all hours worked, even after the student has completed at least 45 hours of out-of-class work per credit hour; however, travel time and administrative time related to any competition-related co-curricular activity (such as moot court or mock trial) will not be counted and should not be logged as time worked for purposes of determining whether the student has completed at least 45 hours of out-of-class work per credit hour.

Exceptions, Documentation, and Compliance Review:

Exceptions

The Law School recognizes that unusual individual circumstances (such as illness, family emergency, or military obligations) may from time to time require a significant schedule adjustment for a particular course. When such a schedule adjustment is requested for a particular semester, the Associate Dean may make such adjustment after discussion with the faculty member who has requested the adjustment as long as the amount of coursework required under the adjusted schedule satisfies both Standard 310 and this Policy. In making a schedule adjustment under this paragraph, the Associate Dean will schedule class periods that in the aggregate during the semester provide at least an equal number of minutes of direct faculty instruction or classroom time to the number of such minutes that would have otherwise been provided under this Policy for the type of course at issue. Any faculty member requesting an adjusted schedule pursuant to this paragraph must establish in writing to the satisfaction of the Associate Dean that the hours of out-of-class student work required under the adjusted schedule will in the aggregate during the semester provide at least an equal number of minutes of out-of-class student work to the number of such minutes that would have been required under this Policy for the type of course at issue before any adjustments under this paragraph.

Documentation and Compliance

Each semester, for each class or other type of coursework for which students earn credit, the

colloquium class by itself total to at least 180 hours of externship coursework for students. Students who enroll in a colloquium class must complete 150 hours of field placement out-of-class work in order to receive credit for the colloquium class even if they are paid for the field placement work and thus are eligible under the Law School's Academic Regulations to earn only two credit hours for the externship placement.

faculty member teaching or supervising such coursework will submit to the Dean's Office a signed certificate that details how the coursework satisfies Standard 310 and this Policy, including an explanation of (1) all types of required out-of-class work, (2) the expected number of minutes required for a student to complete such required out-of-class work, and (3) the basis on which the faculty member determined the expected number of minutes required to complete such required out-of-class work. A certificate form appropriate for the type of coursework at issue (e.g., lecture-type classes or seminars) will be provided to faculty each semester by the Dean's Office. The Associate Dean or designee each semester will review the completed certificates to verify compliance with Standard 310 and this Policy.

Each faculty member will also include in his or her syllabi each semester for each course an explanation of how the course satisfies Standard 310 and this Policy.¹³ In accordance with University policy, each such syllabi will be submitted to the Dean's Office. The Associate Dean or designee each semester will review all syllabi to verify compliance with Standard 310 and this Policy.

Each new course submitted for approval to the Academic Affairs and Curriculum Committee must include an explanation of how the course satisfies Standard 310 and this Policy, and no new course will be approved by the Committee unless the Committee is satisfied that the course will satisfy Standard 310 and this Policy.

The Associate Dean will schedule all coursework in accordance with this Policy, and no exceptions will be made without detailed documentation certifying that the requirements of Standard 310 and this Policy will be satisfied.

¹³ Although each syllabus must include an explanation of how the course satisfies Standard 310 and this Policy, such explanation does not necessarily need to include the basis on which the faculty member determined the expected number of minutes required to complete each type of out-of-class work. Such explanation must be included, however, on the signed certificate separately submitted to the Dean's Office.

History of Amendments

Awarding of Honors	Changed 09/09/08
Laptop Notice Requirement Section	Changed 11/12/08
Minutes of Instruction	Changed 11/12/08
Professional Skills Requirement Section	Changed 05/05/10
Class Attendance, Preparation, Participation and Limitations on Remunerative Work	Changed 03/16/11
Grades	Changed 03/16/11
Concurrent degrees	New sentence added to § I(6)(b): “In cases of students pursuing concurrent degrees with other schools or departments, graduate level courses satisfying the degree requirements of that school shall ordinarily merit approval.” Per faculty action Apr. 27, 2011.
Concurrent degrees	Section XIV added. Per faculty action Apr. 27, 2011.
Upperclass writing requirement	New § I(3)(C) replaced former § I(3)(C) & (D). Per faculty action Aug. 31, 2011.
Rescission of Pass-No Credit election	New § VII(F), Note 1. Per faculty action Mar. 7, 2012. Formerly read: “A student who has elected to take a course on a Pass-No Credit basis may not rescind his election after the end of the sixth week of classes in that course, or after the end of the second week of classes in summer school.”
Course name change	In Appendix B, changed name of Small Business Clinic to Business and Community Law Clinic. Per faculty action Mar. 7, 2012.
Course name change	In Appendix B, changed name of Environmental Law Clinic and Advanced Environmental Law Clinic by adding “Transnational.” Per faculty action Mar. 21, 2012.
Change in required first-year courses	Revised Sec. I(2) to remove Regulatory State and replace with Civil Procedure B, and to removed outdated footnotes. Per faculty action Apr. 25, 2012 and May 2, 2012.
Change in limits on clinical courses and seminars	In Appendix B, rewrote the rules in the section formerly captioned “Rules Governing Clinical Education Courses and Clinics.” New section is captioned “Rules Governing Clinics and Internships.” Per faculty action Apr. 23, 2013.
Change in grading of Legal Research and	Revised Sec. I(2) to provide that Legal

Writing	Research and Writing is graded with letter grades rather than Pass/No Credit. Conforming change made in Section IX: deleted “Grades received after 1992 in the first-year Legal Writing and Research course will have no effect in determining the student's average.” Per faculty action Apr. 23, 2013.
Experiential learning requirement	Revised Section I(4) to add an experiential learning requirement. Per faculty action Apr. 30, 2013.
Externship courses and the experiential learning requirement	Revised Section I(4)B to include clinics, externship practicums, or externship colloquia as courses that will satisfy the requirements of Sec. I(4)B.1 and I(4)B.2. Previously the section stated that clinics and internships would satisfy the requirements of these sections. Per faculty action, Dec. 3, 2013.
Course name changes	Changed course name for LEX 8601 in Section I(3)A from “Criminal Appellate Practice” to “Criminal Appellate Practice Clinic.” Per faculty action, April 29, 2014. Changed course name for LEX 8601 in Section I(3)A from “Advanced Legal Writing” to “Appellate Advocacy.” Per approval of the Legal Writing Committee on June 13, 2014.
Laptop examinations	Language regarding policy for laptop examinations was amended. Per faculty action, September 30, 2014.
Grade Review	The language in Section VII.G. was amended to include additional inappropriate discriminatory criteria applicable to grade review. Per faculty action, April 21, 2015.
Experiential learning updates	Changes to section I.4.A. and B.; addition of section I.4.C.; changes to section III, section VI. F., and Appendix B. Per faculty action, May 5, 2015
Credits required in courses with regularly scheduled classroom sessions.	Changes to section I.6.(a). Per faculty action Feb. 23, 2016.
Moot Court removed as a course that qualifies as meeting the Upperclass Writing Requirement	Changes to section I.3.C. Per faculty action May 3, 2016.
References to Civil Procedure B updated	Changes to Section I.2. Per faculty action November 28, 2017.
Section I.6. updated	Changes to Section I.6. Per faculty action November 28, 2017.
Credit hours wording updated in Section IV	Changes to Section IV in its entirety. Per faculty action November 28, 2017.
Section V updated	Changes to Section V. Per faculty action

	November 28, 2017.
Paragraph A of Appendix B amended	Changes to Paragraph A of Appendix B. Per faculty action November 28, 2017.
Upper-level writing requirement amended	Section I.3. rewritten in its entirety. Per faculty action December 12, 2017.
Experiential learning language updated	Section I.4. rewritten in its entirety. Per faculty action December 12, 2017.
ABA Standard 310 credit hours policy adopted (Appendix E)	New credit hours policy adopted. Per faculty action January 9, 2018.