



# WAYNE STATE

## Law School

### Master of Studies in Law Academic Regulations

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## **I. Introduction**

- A. *Generally.*** These regulations govern the Master of Studies in Law (“M.S.L.”) degree program. They may be amended by the Law School’s faculty from time to time, and such amendments will be binding on all students from the date of amendment, unless otherwise provided in the amendment.
- B. *Interpretation.*** The Dean or the Dean’s designee is responsible for the interpretation and enforcement of these regulations. As long as the interpretation of these regulations by the Dean or the Dean’s designee is not at variance with other applicable authorities, this interpretation shall be final.
- C. *Commencement of studies.*** Students who have been accepted into the M.S.L. program may commence their studies at the beginning of the next following fall or winter semester. The Dean or the Dean’s designee may, but need not, exercise discretion to allow an accepted student to delay the commencement of studies for up to two years after the first semester in which the student is eligible to commence.

## **II. Degree requirements**

- A. *Requirements for M.S.L. degree.*** To qualify for the M.S.L. degree, a student must meet the following requirements, which are further explained below:
  - 1.** Hold a bachelor’s degree from an accredited educational institution in the United States, or a comparable degree from an officially recognized institution outside the United States.
  - 2.** Successfully complete the four core courses, totaling twelve credits. See II.C. & II.E.
  - 3.** Successfully complete eighteen credits of required and/or elective courses pertaining to the student’s concentration, including a capstone course. See II.D. & II.E.
  - 4.** Achieve a cumulative grade point average (“GPA”) in M.S.L. courses of at least 3.0. See II.F.
- B. *Concentrations.*** An M.S.L. degree is issued in a particular concentration. Currently, the available concentrations are in Human Resources Law and Health Law.
- C. *Core courses.*** The required core courses are:
  - LEX 8900, Working with Lawyers (3 cr.)
  - LEX 8901, Survey of the Common Law (3 cr.)
  - LEX 8902, Civil Procedure and Introduction to Dispute Resolution (3 cr.)
  - LEX 8903, Government Organization and Regulation (3 cr.)
- D. *Elective, required and capstone courses.*** The elective, required and capstone courses differ depending on the student’s concentration.
  - 1. *Concentration in Human Resources Law.*** The non-core courses that may be counted towards the eighteen credits required for graduation are:
    - LEX 8910, Employment Law for Human Resources Professionals I (3 cr.)
    - LEX 8911, Employment Law for Human Resources Professionals II (3 cr.)
    - LEX 8912, Employment Discrimination (3 cr.)
    - LEX 8913, Labor Law and Practice (3 cr.)
    - LEX 8914, Employee Benefits for Human Resources Professionals (3 cr.)
    - LEX 8915, Dispute Resolution in Employment (2 cr.)

LEX 8995, MSL Capstone — Human Resources Law (1 cr.) (required)

2. *Concentration in Health Law.* The non-core courses that may be counted towards the eighteen credits required for graduation are:

MSL 8930, Healthcare Organizations and Administration [3 cr.] (required)

MSL 8931, Regulating the Conduct of Healthcare Providers [3 cr.]

MSL 8932, Patient Privacy and Control of Patient Medical Records [3 cr.]

MSL 8933, Health Insurance and Healthcare Fraud [3 cr.]

MSL 8944, Legal Issues in Public Health [3 cr.]

MSL 8945, Legal Issues in Bioethics [3 cr.]

MSL 8905, Administrative Law for Non-Lawyers [3 cr.]

FPH7012: Social Justice and Public Health [3 cr.]

LEX 8910, Employment Law for Human Resources Professionals I [3 cr.] (Human Resources Law concentration\*)

LEX 8911, Employment Law for Human Resources Professionals II [3 cr.] (Human Resources Law concentration\*)

LEX 8912, Employment Discrimination [3 cr.] (Human Resources Law concentration\*)

LEX 8915, Dispute Resolution in Employment [2 cr.] (Human Resources Law concentration\*)

MSL 8995, MSL Capstone — Health Law [3 cr.] (required)

\* Students in the Health Law concentration may not take more than 6 credits designated as part of the Human Resources Law concentration.

3. [reserved for other concentrations]

E. *Successful completion.* To successfully complete a course, a student must receive a grade of C or above.

F. *GPA requirement.* No rounding is permitted in determining whether a student satisfies the GPA requirement. For example, a cumulative GPA of 2.98 will not be sufficient for graduation.

G. *Transfer credits.* The transfer of credits earned in other coursework to satisfy any of the above requirements is generally disfavored. The Dean or the Dean's designee may, in his or her discretion, approve the transfer of credits under extraordinary circumstances.

H. *Length of study.* All required courses must be completed within six years after commencing the program.

I. *Course load.* Both full-time and part-time study are allowed.

### III. Academic eligibility and probation

#### A. Academic eligibility and probation

1. *Good standing.* A student whose cumulative GPA is 3.0 or higher is in good academic standing at the Law School.

2. *Academic probation.* A student whose cumulative GPA is at least 2.67 but less than 3.0 after completing nine or more credits of coursework will be on academic probation. A student on academic probation may not register for additional courses

without the approval of the Dean or the Dean's designee.

3. *Academic suspension.* A student whose cumulative GPA is at least 2.0 but less than 2.67 after completing nine or more credits of coursework will be on academic suspension. A student on academic suspension may not register for additional courses unless the student is readmitted under III.B.
4. *Academic ineligibility.* A student whose cumulative GPA is below 2.0 after completing nine or more credits of coursework is ineligible to continue in the M.S.L. program, and may not petition for readmission.

#### **B. Readmission**

1. *Petition for readmission.* A student who is on academic suspension pursuant to III.A.3 may petition the Dean or the Dean's designee for readmission. The student's petition will be referred to the faculty Readmissions Committee for review and recommendation. A student may apply for readmission only once.
2. *Review and action by Readmissions Committee.* After review, the faculty Readmissions Committee may recommend that a petitioner be readmitted subject to such conditions as the Committee deems appropriate, provided that the circumstances convince the Committee that further efforts by the petitioner following readmission are likely to result in successful completion of the M.S.L. program.
3. *Readmission procedure.* If the Readmissions Committee recommends readmission, the petitioner will be permitted to enroll in additional M.S.L. courses, subject to such conditions as the Committee deems appropriate. Following readmission, the student will be on academic probation until such time as the student's cumulative GPA is at least 3.0.

### **IV. Courses**

- A. *Course sequencing.* A student may not enroll in an elective course until the student has successfully completed at least two of the core courses.
- B. *Completed courses.* If a student enrolls in a course and does not timely drop it in accordance with IV.C.1.a, then, except in the case of incomplete courses and withdrawals, as specified in IV.C.2 and IV.C.3, the instructor will assign a letter grade (which may consist of a failing grade).
- C. *Uncompleted courses*
  1. *Dropped courses*
    - a. *Drop period.* A student may without penalty drop any course until the end of the second week of (i) courses scheduled during the fall and winter semesters and (ii) courses scheduled for ten weeks or more during the spring/summer semester. For courses scheduled for fewer than ten weeks during the spring/summer semester, a student may without penalty drop a course until the end of the first week of classes.
    - b. *No credit for dropped courses.* If a student drops a course, that course will not count toward the student's satisfying the M.S.L. degree requirements.
  2. *Incomplete courses.* If a student fails to complete all required coursework for a course, and the instructor determines that the student may complete the remaining requirements without participating in any additional group instructional activities, the instructor may assign the student a notation of "I" (Incomplete).

- a. The instructor will set a deadline by which the student must complete the remaining work. In no case may the deadline be later than twelve months after the date by which the work was originally due.
  - b. If the student successfully completes the work by the deadline, the instructor will assign a letter grade for the course. If the student fails to complete the work by the deadline, then, subject to IV.C.2.c, the notation of “I” will be changed to a grade of “F.”
  - c. A student who receives a notation of “I” in a course may, at his or her option, register to take the course the next time it is offered. In that case, the notation of “I” will be changed to a “WN,” “WP,” or “WF,” in accordance with VII.C.2, as the instructor shall determine is appropriate. The student will be assessed the applicable tuition and fees for retaking the course.
3. *Withdrawal from a course*
- a. *Student’s election to withdraw.* After the applicable drop period, see IV.C.1.a, but before the withdrawal deadline, see IV.C.3.b, a student may elect to withdraw from a course.
  - b. *Withdrawal deadline.* The withdrawal deadline for a course will ordinarily be the date as of which assessments constituting at least 80 percent of the final grade have been completed. Under extraordinary circumstances, the instructor and the Dean or the Dean’s designee may permit a student to withdraw from a course after the ordinary withdrawal deadline, subject to applicable University policy.
  - c. *Withdrawal noted on transcript.* If a student withdraws from a course, the student’s transcript will include the applicable notation, as specified in VII.C.2.
  - d. *Tuition and fees following withdrawal.* If a student withdraws from a course, the student remains responsible for the applicable tuition and fees in accordance with University policy.
  - e. *No credit towards degree.* If a student withdraws from a course, that course will not count toward the student’s satisfying the M.S.L. degree requirements.
  - f. *Retaking a withdrawn course.* A student who withdraws from a course may retake it in a subsequent semester. The student will be assessed the applicable tuition and fees for retaking the course.

**D. Repetition of courses**

- 1. *Election to repeat a course.* A student may elect to repeat up to three courses credited toward the M.S.L. degree in which the student earned a grade of B- or below.
- 2. *Successful completion of repeated course.* If the student repeats a course and receives a grade of C or higher, the student will receive credit towards the M.S.L. degree and only the grade received in the repetition of the course will be taken into account in the student’s cumulative GPA. Both grades will appear on the transcript.
- 3. *Unsuccessful completion of repeated course.* If a student repeats a course and receives a grade of C- or lower, the student will not receive credit towards the M.S.L. degree and an F will be assigned as the student’s grade for the course and will be taken into account in the student’s cumulative GPA. Both grades will appear on the transcript.
- 4. *Registration and payment.* To repeat a course a student must register for the course in accordance with normal procedures. The student will be assessed applicable tuition and fees for the repeated course.

*E. Cross-listing with other schools and departments*

1. Students enrolled in a school or department of the University in which an M.S.L. course is cross-listed are eligible to enroll in the course and receive course credit.
2. Students enrolled in the Law School's J.D. or LL.M. degree program, and persons who hold a J.D., LL.B., or LL.M. degree, are not eligible to enroll in an M.S.L. course.

**V. Attendance and preparation**

- A. Attendance and class preparation required.** The Law School requires regular and punctual class attendance and appropriate class preparation of each student. For online courses, attendance includes participation in any real-time (i.e., synchronous) course requirements at the specified times.
- B. Instructor implementation of attendance and class preparation requirements.** Each instructor will implement reasonable mechanisms for enforcing the Law School's requirement of regular and punctual attendance and appropriate class preparation. Such enforcement mechanisms may include:
1. Barring the student from participating in any assessment mechanism that the course uses, including quizzes, midterm examinations, and the final examination (after providing notice in accordance with V.D).
  2. Adjusting the student's final grade downward in accordance with V.F.
  3. Having the student withdrawn involuntarily from the course (after providing notice in accordance with V.D).
  4. Assigning a failing grade to the student (after providing notice in accordance with V.D).
- C. Notice to students of attendance and preparation policy.** The instructor will provide written notice to all students enrolled in the course of the instructor's attendance and preparation policy for the course. Notice of the instructor's policy must be provided before the end of the applicable drop period for the course.
- D. Notice to student in jeopardy of certain adverse actions.** If a student's failure to meet a course's stated attendance and preparation policy has placed that student in jeopardy of being excluded from an assessment mechanism for the course, being withdrawn involuntarily from the course, or receiving a failing grade for the course, the instructor will send written notice to the student, addressed to the email address for that student on file with the Law School Records Office, in advance of taking the action. No notice is required for a downward adjustment, in accordance with V.F, to a student's final grade as a result of the student's attendance.
- E. Discretionary additional coursework.** An instructor may, in the instructor's sole discretion, assign additional coursework to a student who is in jeopardy of an adverse action because the student has failed to satisfy the instructor's stated attendance and preparation policy. An instructor who chooses to assign such extra work may treat the student's successful completion of the assigned work as sufficient to mitigate the adverse consequences otherwise applicable to the student under the instructor's stated policy. Whether the student has successfully completed the additional work will be decided by the instructor in the instructor's sole discretion. Nothing in this V.E shall be construed as requiring an instructor to assign additional coursework as an option for a student who has failed to satisfy the instructor's stated policy.

- F. *Grade adjustments to reflect participation.* An instructor may raise or lower a student's grade by one step (e.g., from a "B" to a "B+" or a "B-") based on the student's participation in the course.

## VI. Assessment procedures

- A. *Notice of grading policy.* Before the end of the applicable drop period for a course, the instructor will provide written notice to both the students enrolled in the course and the Law School Records Office of the instructor's grading policy for the course. The notice must specify each assessment method that will be used, and the contribution of each such method to the final grade.
- B. *Deadline for written coursework.* In all courses in which a student's final grade depends in whole or in part on one or more written papers or other written coursework, the instructor will specify in writing the date by which the student must submit such coursework. The date shall be no later than the final day of the examination period for the semester in which the student is enrolled in the course.
- C. *Scheduled assessments missed due to emergency.* If a student is absent from a scheduled assessment and establishes to the satisfaction of the Dean or the Dean's designee that an illness or some emergency beyond the student's control caused the student either to miss the assessment or to fail to complete the assessment after beginning it, the student may, if permitted by both the instructor and the Dean or the Dean's designee:
1. be assigned an "I" (Incomplete) for the course, in which case the provisions of IV.C.2 shall apply; or
  2. undergo the assessment.
- D. *Assessment timing and conflicts*
1. *Two conflicting assessments.* If assessments in two courses are scheduled at the same time on the same day, a student enrolled in both courses must undergo one assessment immediately preceding the other to the extent administratively feasible as determined by the Law School Records Office.
  2. *Three or more assessments scheduled within a 24-hour period.* If a student has three or more assessments scheduled within a single 24-hour period, the student may request permission to undergo one assessment at a later time. With the permission of the Dean or the Dean's designee, the Law School Records Office will schedule the later assessment time as soon as administratively feasible.
  3. *Variance permitted for extraordinary circumstances.* Other than as specified in VI.D.1 and VI.D.2, the Dean or Dean's designee may authorize a variance for a scheduled assessment only in extraordinary circumstances.

## VII. Grades

- A. *Transcript to show all grades received.* A student's transcript will show the letter grades received in all courses for which credit is granted toward completion of the M.S.L. degree. In accordance with VII.C.I, a student's transcript will also indicate any course from which a student withdraws along with the applicable notation. In accordance with IV.D.2 and IV.D.3, the transcript will note both grades received in repeated courses. The transcript will not show any courses that the student has dropped in accordance with IV.C.1.
- B. *Letter grades.* Students will be assigned grades from A through F in accordance with the

following:

1. Grades of A, A-, B+, B, B-, C+, and C are grades for which the student will receive credit towards the M.S.L. degree.
2. Grades of C- and below are grades for which the student will not receive credit towards the M.S.L. degree.
3. An “F” will be entered for (a) unsatisfactory performance in the course, (b) failure to complete coursework (including undergoing any required assessment) for a course with respect to which an “I” was entered by the applicable deadline, in accordance with IV.C.2, or (c) failure to withdraw from a course following notification pursuant to V.D that the failure to withdraw will result in a failing grade.

**C. Notation upon withdrawal from a course**

1. *Withdrawal noted on transcript.* When a student timely withdraws from a course under IV.C.3, the student’s transcript will include a notation of “WP” (Withdrawal-Passing), “WF” (Withdrawal-Failing), or “WN” (Withdrawal-No Graded Work). This section does not apply when a student drops a course during the applicable drop period for that course.
2. *Selection of notation.* If a student withdraws from a course, the course’s instructor will assign the appropriate withdrawal grade based on the student’s performance as of the date of withdrawal. If as of that date the instructor has no basis on which to assign a letter grade, the instructor will assign a “WN” (Withdrawal-No Graded Work). If as of that date a student has earned a passing grade, the instructor will assign a “WP” (Withdrawal-Passing). If as of that date the student has earned a failing grade, the instructor will assign a “WF” (Withdrawal-Failing).
3. *University policy applies.* Assigning a withdrawal grade is subject to applicable University policy.

**D. Restrictions on instructor grade changes.** An instructor may not change a final grade except for technical errors (e.g., computational errors or errors in transposing a grade). An instructor who submits a grade change to the Law School Records Office must also submit in writing the reason for the change, which shall be retained by the Law School Records Office as part of the student’s grade records.

**E. Calculation of grade point average**

1. *GPA to determine academic standing.* A student’s academic standing in the Law School will be determined by the student’s cumulative GPA for all courses completed in the M.S.L. program.
2. *Grading point system.* For purposes of calculating the GPA, grade points are assigned as follows:

A = 4.00	B+ = 3.33	C+ = 2.33
A- = 3.67	B = 3.00	C = 2.00
	B- = 2.67	C- or below = 0.00

3. *Calculation of GPA.* As the term is used in these Academic Regulations, a student’s cumulative GPA shall be as calculated by the Law School Records Office in accordance with its normal procedures.

**F. Grade review and appeal**

1. *Records Office to notify students of grades.* As soon as administratively feasible, the Law School Records Office will officially notify each student in writing or



electronically of the grades the student earned in courses completed during each semester.

**2. *Informal grade review with instructor.*** A student may ask an instructor for informal review of any grade assigned to that student by that instructor.

**3. *Appeal to Dean or Dean's designee***

a. *Requirements for appeal.* A student may appeal a grade to the Dean or the Dean's designee if and only if the dispute cannot be resolved through informal review by the instructor with the student, and the dispute involves an allegation that the grade was based on one or more of the following:

- (i) improper discriminatory criteria, including without limitation the following: race, color, religion, national origin, sex (including gender identity), sexual orientation, sexual harassment or discrimination, marital status, familial status, age, height, weight, veteran status, or disability;
- (ii) other invidious or arbitrary criteria; or the instructor's failure to comply with these Regulations.

b. *Procedure for grade appeal.* Any grade appeal must be submitted in writing to the Dean's Office within 30 days following official notification from the Law School Records Office of the grade. The Dean or the Dean's designee will review the complaint and invite the instructor to reply in writing to the objections of the student. If there are reasonable grounds to believe that the student's complaint is valid, the Dean or the Dean's designee will afford the parties the opportunity for a hearing. Within 60 days following receipt of the appeal, the Dean or the Dean's designee will render a final written decision that will, if the grade is changed, be retained by the Law School Records Office as part of the student's grade records.

## **VIII. Student conduct issues**

**A. *University Student Code of Conduct governs.*** All students enrolled at the Law School are subject to the University's Student Code of Conduct. Issues involving Law School student behavior that potentially violates the Student Code of Conduct (including without limitation allegations of plagiarism and cheating) will be handled in accordance with the Student Code of Conduct.

**B. *Reporting to Assistant Dean of Student Affairs.*** Law School student behavior that potentially violates the Student Code of Conduct should be reported to the Law School's Assistant Dean of Student Affairs.