Student Handbook

This handbook is a guide for new and returning students of the Law School. It is designed to supplement the Law Library Handbook. All sections represent the official policy of the School. Longer policy documents have been placed at the end of this document in the appendices. Students are responsible for the information contained in this handbook and are presumed to have knowledge of the rules set forth herein. This handbook is updated through August 5, 2013.

Disclaimer
This handbook is neither a contract nor an offer of a contract. The information it contains was accurate at the time of publication. Fees, deadlines, academic requirements, courses, degree programs, and other matters described in this brochure may change without notice. Not all courses are offered each academic year and faculty assignments may change. It is the policy of the University of Connecticut to prohibit discrimination in education, employment, and the provision of services on the basis of race, religion, sex, age, marital status, national origin, ancestry, sexual preference, status as a disabled veteran or veteran of the Vietnam Era, physical or mental disability or record thereof, or mental retardation. University policy also prohibits discrimination in employment on the basis of a criminal record that is not related to the position being sought, and complies with all state and federal civil rights statutes whether or not specifically cited within this statement. University policy prohibits discrimination in education and in the provision of services on the basis of a criminal record. If you are an individual with a disability that requires accommodation in order to allow participation or you require this publication in an alternative format, please call (860) 570-5130.

I. Administrative Offices
   a. Chase Hall
      1st Floor
      Classroom
      Deans' Offices
      2nd Floor
      Bursar/Business Office
      Classroom
      Office of the Registrar
      3rd Floor
      Faculty Offices
      Disabilities Support Services
      Student Services
   b. Knight Hall
      Basement
      Bookstore (textbooks)
      Connecticut Insurance Law Journal Office
      1st Floor
      Bookstore
Classrooms
Student Lounge
Student Mailboxes

2nd Floor
Connecticut Urban Legal Initiative, Inc.
Classrooms
c. Library
2nd Floor
Information Systems
3rd (main) Floor
Student Employment Office
Library Offices
Public Safety
d. Hosmer Hall
Basement
Cafeteria
Connecticut Journal of International Law
International Law Society
Student Lounge
1st Floor
Faculty Lounge
Faculty Mailboxes
Faculty Offices
Insurance Law Center
International Exchange Programs, International/Insurance LL.M.
Lawyering Process
2nd Floor
Janet M. Blumberg Hall
Faculty Offices
3rd Floor
Faculty Offices
Legal Clinics
e. William F. Starr Hall
1st Floor
Admissions
Connecticut Law Review
Maintenance
Student Finance
2nd Floor
Communications Office
Development
External/Alumni Relations
Law School Foundation, Inc.
3rd Floor
Career Services

II. Administrative Office Hours
   a. Administrative Offices
Monday-Friday: 8:00 a.m. to 5:00 p.m.
b. Bookstore
   Monday-Thursday 9 a.m.-6:30 p.m.; Friday 9 a.m.-4 p.m.
c. Cafeteria
   Monday - Thursday 8 a.m. - 6:30 p.m., Friday, 8 a.m. - 2 p.m.

III. Other Important Information
a. Student paycheck disbursement
   Student pay checks are available at the Student Employment Office, on the main floor of
   the Law Library. Pay checks become available after 3:00 p.m. on alternate Thursdays
   and are held in the office for two weeks. Office hours are Mondays - Fridays, 8:30 a.m. -
   5:00 p.m. and evenings, by appointment.

b. Non-resale class handouts
   Usually located on the bookshelf outside Hosmer Hall, Rooms 120 and/or 220.

IV. Admission to the Bar
a. In General
   • First-year students are strongly advised to communicate with bar admission
     agencies in all jurisdictions in which they may wish to practice law, in order to
     determine the requirements for admission to the bar of those jurisdictions
     (including any requirements for registration upon entering or while attending
     law school). Most states require applicants to have graduated from an ABA-
     accredited law school, to take and pass one or more written bar examinations,
     and to demonstrate they possess the requisite "moral character and fitness" to
     practice law.
   • Comprehensive information concerning bar admission requirements, including
     state-specific information and links to state bar examining agencies, is available
     through the website of the National Conference of Bar Examiners. For students
     planning to apply to the Connecticut bar, the website of the Connecticut Bar
     Examining Committee contains all the necessary information and forms.

b. The Bar Exam
   • Depending upon the jurisdiction, "the bar exam" is typically a two-day, written
     examination consisting partly of multiple-choice questions and partly of short
     essays. The particular format, as well as the subject matter tested, varies from
     state to state. In most states, one day is devoted to 200 multiple-choice
     questions—generally referred to as "the multistate exam"—covering several
     basic subjects (contracts, torts, constitutional law, criminal law and procedure,
     real property, and evidence). The essay questions on the other day may or may
     not require knowledge of local law. Detailed information about particular states'
     bar exams is available through the websites listed above.

    c. The Connecticut Bar Examining Committee recently voted to change the essay portion
       of its bar examination. Beginning in February 2010, up to ⅓ of the essay portion of the
       exam will be drawn from the Multistate Essay Examination as produced by the National
       Conference of Bar Examiners. As a result, the CT bar examination will no longer be
       administered on Wednesday and Thursday, but will instead be administered on Tuesday
       and Wednesday. Thus, it will no longer be possible to sit for certain bar exams
       concurrently with CT, such as NY; however, individuals will now be able to sit
       concurrently in other jurisdictions where this was previously impossible, such as MA.
       More information can be found on the Bar Examiners website.
d. The curricula of most law schools, including the University of Connecticut, are generally geared toward developing students' legal reasoning, analysis and other professional skills, in addition to providing them with a solid grounding in doctrinal principles. The bar exam, by contrast, primarily tests applicants' knowledge of the intricacies of substantive law. Accordingly, most students take one or more commercial "bar review" courses following graduation from law school to help them prepare for the bar exam. Information about such bar review courses is readily available to students at the Law School.

e. Character and Fitness

- All United States jurisdictions require applicants to the bar to undergo "character and fitness" screening in addition to other admission requirements. Lawyers not only act as officers of the court but are entrusted with enormous responsibility (and sometimes vast amounts of money) by clients. The purpose of character and fitness screening is to protect the public, as well as the justice system itself, from abuses by those in whom society has vested such responsibility and trust.

- State bar examiners employ a variety of criteria and procedures for determining whether applicants possess the requisite character and fitness to practice law. It is important that students begin to familiarize themselves IMMEDIATELY with the character and fitness requirements of any jurisdiction in which they are considering applying to the bar. Bar applications typically ask detailed questions about applicants' personal history and background in areas such as finances, involvement in litigation of any sort, arrests and convictions, mental health and/or substance abuse treatment, and the like. The application process also includes a formal inquiry directed to the dean of each applicant's law school, asking whether the law school has any information that may reflect adversely on the applicant's character and fitness to practice. Although relatively few people are ultimately denied admission on character and fitness grounds, a great deal of documentation may be required, and it may take quite a while to assemble it.

- It should go without saying that all questions on bar applications should be answered truthfully and accurately. Moral considerations aside, applicants may run into serious trouble by failing to disclose requested information. Bar examining agencies typically regard misrepresentation on the application as a serious ethical breach, and its discovery is likely to significantly forestall, if not permanently thwart, an applicant's admission to the bar.

- One question that arises frequently is how far bar examiners may go in delving into applicants' history of mental health treatment. For those interested in deepening their understanding of this issue, an article on the subject was written by UConn Law School Professor Jon Bauer. See The Character of the Questions and the Fitness of the Process: Mental Health, Bar Admissions and the Americans With Disabilities Act, 49 U.C.L.A. L.Rev. 93 (2001). A few states (including Connecticut) have developed a "conditional" admission status that enables people with certain physical or mental disabilities, who might otherwise be deemed unfit to practice law, to be admitted subject to compliance with conditions specified by bar examiners (usually involving treatment and the monitoring thereof).
• Students with questions or concerns about character and fitness requirements may find it helpful to speak in confidence with a faculty or staff member who is familiar with the bar application process. The names of such persons are periodically circulated to the student body. Although these individuals generally cannot provide legal advice, they are available to provide informal guidance and, if appropriate, referrals to lawyers who specialize in counseling and otherwise representing bar applicants.

g. The Multistate Professional Responsibility Exam (MPRE)
Most states require bar applicants to achieve a passing score on the Multistate Professional Responsibility Exam (MPRE) as a condition of admission. Two states, Connecticut and New Jersey, currently waive this requirement for applicants who have achieved a grade of "C" or better in a law school course on legal ethics. All students at the Law School are required to take the basic legal ethics course, Legal Profession, after their first year. For students planning to apply to the bar outside of Connecticut and New Jersey, it is helpful, but not essential, to take Legal Profession prior to the MPRE. The MPRE focuses on often-fine distinctions in the rules, whereas the Legal Profession course typically focuses on larger ethical issues—many of which lie unaddressed or are addressed poorly by the rules.

V. Facilities

a. Bicycles
Bicycles should be chained to the bicycle racks located in various locations across campus, including Starr Hall, the Library and the in the picnic grove. Bicycles may not be left in the entryway to the Law Library. Bicycles locked to lampposts and similar items are removed and routed to the UConn Police Department for disposal.

b. Bookstore
The UConn Co-op, the official bookstore for the University of Connecticut, is open all year to serve the needs of all members of the University community. As a law school student you automatically are a member of the UConn Co-op. A one-time, refundable membership fee is assessed at the time of registration. The Co-op stocks not only books and other educational materials required for classes, but also study aids, student and school supplies, general books, law reference books, higher education pricing programs for both computer hardware and software, and UConn Law School-imprinted items such as sportswear and glassware, and other items of interest. Items needed by students and not immediately available can be ordered.

c. Cafeteria
The University of Connecticut has an agreement with the on-site cafeteria vendor to provide food service on campus. The cafeteria, operated by an independent contractor, is located in the basement of Hosmer Hall (860.570.5304). The cafeteria is open Monday through Thursday from 8 a.m. to 6:30 p.m. and on Friday from 8 a.m. to 2 p.m. Food service includes hot breakfasts, daily luncheon specials, salads, soups, snacks, grilled dishes, and desserts. The cafeteria can also provide catering service for on-campus events.

d. Copy machines
The Law Library has three photocopy machines available for student use, on the first, third, and fifth floors. All of the machines operate on HuskyBucks, and the first and third floor machines also accept cash (bills and coins). Larger jobs can be taken to Kinko’s, nearby on Farmington Avenue.
e. Parking

- All vehicles driven or parked on the Law School campus by students must be registered with the Public Safety Office (main floor of the Library) and have a visible, valid sticker. Vehicles which are not registered with the Public Safety Office are subject to City of Hartford parking tickets.

- The Traffic Regulations for Students and Employees are a part of this handbook (list appendix #). Students should note that they will receive a ticket if they park in the faculty-staff marked areas at any time except after 5 p.m. on weekdays and all day on weekends. Tickets will be given to anyone parked illegally or inappropriately. The Office of the Attorney General has been kind enough to allow students to park in their lot in the evenings after 5:00 p.m.

- Accessible parking spaces are available for students who have appropriate state permits. Ticket appeal forms are available from Public Safety. A student committee reviews all ticket appeals.

f. Student lounges

The student lounge is located on the first floor of Knight Hall. Other student lounges are located on the third and fourth floors of the Law Library and the basement of Hosmer.

g. Vending machines

Snack food and beverage vending machines are located in the basement of Knight Hall, in the basement of Hosmer Hall and in the Library Lounge. Chase Hall has beverage vending only.

VI. UConn Police Department

a. The University of Connecticut Police Department, under the administration of its chief of police, is charged with a number of critical areas of responsibility relating to safety and security on campus for its student body, employees, and visitors to the campus. The Police Department is established pursuant to section 10a-142 of the Connecticut General Statutes as an "organized police department" with the same authority and responsibility as any municipal police department within the state of Connecticut. Its complement of sworn officers are all state employees and graduates of the Municipal Police Training Academy. Beyond the Academy, each member of the department undergoes required annual in-service training, well beyond the minimum requirements mandated by Connecticut statutes, to maintain and upgrade his or her skills as a police officer. The University's Police Department works closely with the State Police and various federal agencies and local police departments throughout the state. The University police on the Greater Hartford Regional Campus are currently on duty 16 hours a day, Monday through Friday. The University police officers and public safety buildings and grounds officers conduct highly visible vehicle and foot patrols. The University police officers are responsible for enforcing all laws of the state of Connecticut, both criminal and motor vehicle.

b. Reporting crimes or emergencies. In the event you are witness to or a victim of a crime on campus or any type of an emergency, go to any telephone and dial 5173 (campus phone) or 860.570.5173 (public phone). In the event of a fire and/or medical emergency, call the 911 emergency operator and furnish all pertinent information. The University police also should be notified, 860.570.5173, and an officer will follow up on your report.

c. Individual safety responsibilities. Individual awareness, cooperation and involvement are critical to the success of any campus safety program. Everyone must assume responsibility for his or her own personal safety and the security of his or her personal
property by taking some simple, common sense precautions. For example: do not jog alone at night; at night, walk with someone and only in well lighted areas; do not leave personal property unattended in the cafeteria, classrooms, or library. When in doubt, call the University Police Department for an escort or for advice/information. Other essential precautions which should be taken are: do not stay alone in academic buildings; bicycles should have a secure locking device and be fastened to one of the many bike racks; cars always should be kept locked and valuables should be out of sight.

**d. Alcoholic beverages and controlled substances.** Those who use alcoholic beverages or sponsor events involving alcohol are obliged to understand state laws and University regulations for their actions. In general, use or possession of alcoholic beverages by any person under the age of 21 is prohibited by state law.

**e. Weapons on Campus.** Possession and/or use of firearms, fireworks, dangerous weapons and hazardous chemicals is strictly prohibited and in many cases violates state law. This applies to students and employees, except those who have official authorization for such use. (See General Rules of Conduct for Employees as published by Labor Relations in Storrs.)

**f.** If you observe suspicious persons or activities anywhere on campus, report such persons and/or activities to the University Police Department. Also, should you observe unsafe or dangerous conditions, do not hesitate to report them to the University police to initiate corrective action. By working together all members of the community can help ensure a safe campus and community. The University Police, Greater Hartford Regional Campus, (860) 570-5173, should be called to answer any questions or to provide further information.

**VII. Children in Classes**
The School recognizes that students with children will occasionally face a choice between attending class and looking after a child, because of problems with child care that could not be anticipated. The following policy is intended to strike an appropriate balance between the needs of parents under those circumstances and the ordinary good order of classes to which all students are entitled. A student who needs to bring her or his child to class must obtain the permission of the instructor prior to the commencement of the class. In the exercise of their discretion whether to grant or deny permission, instructors should consider whether there are available seats in the classroom, and if there has been any previous difficulty in that class with the child or with the parent's exercise of responsibility for the child's behavior. If a student complains of being distracted by a child in class, the instructor may refuse or withdraw permission for the child to be present. Instructors may, in their discretion, ask a parent and child to leave class, whether or not another student has complained about the child. This statement was approved by the Faculty on April 14, 1998.

**Appendices**
All policies herein listed are assumed to be part of the Handbook. All students are responsible for all policies so listed, even if the information regarding said policy is linked to a separate document.

1. **Alcohol Policy**
   a. In accord with its significant responsibilities to ensure the safety of every student and to protect the community from unwarranted alcohol related risk, the University of Connecticut School of Law has developed the following policies concerning alcohol at Law School events. The Law School takes the issue of responsible drinking and the issue of host liability very seriously, and so too should the Student Bar Association or any
other student group planning an event which may involve the serving of alcohol. The Law School's policies supplement and in no way contradict the University's overall Alcoholic Beverage Policy and Drug Policy which can be found at the following web addresses and should be read by anyone involved in planning a Law School event where alcohol may be served. See also, Student Code of Conduct.

b. Sponsors of events at which alcohol is to be served must ensure that they encourage responsible and reasonable behavior with respect to the consumption of alcohol. The advertisement of alcoholic beverages for Law School sponsored events is not permitted (eg. Language such as "Wine and cheese reception following final arguments." is not permitted. Language such as "Reception following final arguments." is permitted). Promotion or advertisement of incentive drinking ("happy hours," "2 for 1 specials," unlimited quantities of alcohol available at a reduced price) or events focusing on the consumption of alcohol, etc. is not allowed.

c. Students planning any student organization funded/sponsored event must submit an approved Room Request Form.

d. Only establishments that have an approved Liquor Permit through the Department of Liquor Control can be utilized for off-campus events sponsored by student organizations at which alcohol is to be served. Events held in locations where liquor is to be served cannot be official Law School events without such a permit and Law School funds cannot be used to pay any portion of the bill.

e. Alcohol will not be permitted at any student sponsored event held on campus. Kegs of beer and boxes of wine are not permitted at any student sponsored event held on campus. Law School funds will not be approved for purchase of alcohol by student organizations through a caterer or directly from a retail outlet nor will students be reimbursed for direct purchase from a retail outlet.

f. Events held off campus will require the purchase of additional liability insurance for all student organization funded/ sponsored events serving alcohol. The permitted hotel/conference center will obtain alcohol coverage for the University of Connecticut, the University of Connecticut SBA, and the University of Connecticut School of Law through their own alcohol liability insurer. Such coverage will name the University of Connecticut, the University of Connecticut SBA, and the University of Connecticut School of Law as additional insured. A certificate of insurance would need to be provided to the Law School five working days prior to the event and a copy of the certificate will be sent to the Office of the Attorney General and the Office of Business Administration at Storrs. Coverage shall provide: Commercial General Liability

   i.  General Aggregate: $2,000,000
   ii. Products: $2,000,000
   iii. Personal Injury: $1,000,000
   iv. Each Occurrence: $1,000,000
   v.  Fire Damage: $1,000,000
   vi. Medical Expense: $10,000
   vii. Excess Liability (Umbrella Form)
   viii. Each Occurrence: $5,000,000
   ix. Aggregate: $5,000,000

g. The off-campus event will be held at an established hotel/conference center in the Greater Hartford area.

h. The event will not be scheduled to operate past midnight.

i. Food served at the event will adequately feed all attendees.
j. Complimentary coffee and tea will be provided.
k. If admission tickets are being sold, students attending the event will purchase tickets in advance at the Law School. The cost of the tickets will help offset the costs of room rental and food. The SBA Student Activity Account will pay any additional food and rental costs above the revenue generated through the sale of tickets. Other than the bartender's fee, the SBA Student Activity Account will NOT pay any costs associated with the operation of the bar. Only a cash bar will be allowed; no open bar will be permitted for any part of the event.
l. The bar will close twenty minutes prior to the scheduled end of the event.

2. Student Practice Rules
   a. Students who wish to qualify for certification to appear before the courts or administrative tribunals of the State of Connecticut, the U.S. District Court for the District of Connecticut or the U.S. Court of Appeals for the Second Circuit under the applicable student practice rules must comply with the requirements established by the various courts.
   b. For admission to practice before Connecticut courts or administrative tribunals, a student must:
      i. have completed two semesters of law school or its equivalent and be in good academic standing;
      ii. complete the upper portion of the CT Student Practice Form and leave it with the Registrar's Office for processing and delivery to the assistant dean for finance and administration;
      iii. The assistant dean for finance and administration will send the required letter of certification to the clerk of the Superior Court in Hartford. The clerk of the Superior Court in Hartford immediately duplicates the certification letter and forwards a copy to the clerk of the Connecticut Appellate and Supreme Courts so that the same certification is applicable in those courts also. Note: The assistant dean for finance and administration may require that the student meet with him or her for a personal interview before he or she prepares the certification letter.
      iv. Both the student and the supervising attorney should read carefully and understand the rule(s). Complete texts of the three rules are included on the following pages. Note that the supervising attorney, not the assistant dean for finance and administration, files the necessary written notice with the U.S. District Court for the District of Connecticut. Note also that in the case of the U.S. Court of Appeals for the Second Circuit, the student must have completed four semesters (full-time equivalent) of law study and that a letter from the assistant dean for finance and administration is required.
   c. Connecticut Student Practice Rules
      i. Connecticut Practice Book (Revision of 1998)
         1. Sec. 3-14--Appearances--Legal Interns An eligible legal intern may, under supervision by a member of the Connecticut bar, as provided in Sec. 3-15, appear in court with the approval of the judicial authority or before an administrative tribunal, subject to its permission, on behalf of any person, if that person has indicated in writing his or her consent to the intern's appearance and the supervising attorney has also indicated in writing approval of that appearance.
2. Sec. 3-15--Appearances--Legal Interns--Supervision of Legal interns
The member of the bar under whose supervision an eligible legal intern does any of the things permitted by these rules shall:
   a. be an attorney who has been admitted to the Connecticut bar for at least three years, or one who is employed by an attorney of five years' standing, or one who is employed by an accredited law school in Connecticut, or one who is approved as a supervising attorney by the presiding judge in the case at bar;
   b. assume personal professional responsibility for the intern's work
   c. assist the intern in his or her preparation to the extent the supervising attorney considers necessary;
   d. be present in court with the intern.

3. Sec. 3-16--Appearances--Legal Interns--Requirements and Limitations
In order to appear pursuant to these rules, the legal intern must:
   a. be certified by a law school approved by the American Bar Association;
   b. have completed legal studies amounting to at least two semesters of credit in a three or year course of legal studies, or the equivalent if the school is on some basis other than a semester basis except that the dean may certify a student under this section who has completed less than two semesters of credit or the equivalent to enable that student to participate in a faculty-supervised law school clinical program;
   c. be certified by the dean of his or her law school as being of good character and competent legal ability;
   d. be introduced to the court in which he or she is appearing by an attorney admitted to practice in that court;
   e. comply with the provisions of Sec. 3-21 if enrolled in a law school outside the State of Connecticut.

A legal intern may not be employed or compensated directly by a client for services rendered. This section shall not prevent an attorney, legal aid bureau, law school, public defender agency or the State from compensating an eligible intern.

4. Sec. 3-17--Appearances--Legal Interns--Activities of legal intern
   a. The legal intern, supervised in accordance with these rules, may appear in court or at other hearings in the following situations:
      i. where the client is financially unable to afford counsel; or
      ii. where the intern is assisting a privately retained attorney; or
      iii. where the intern is assisting an established legal aid bureau or organization, a public defender or prosecutor's office, or a state agency.
   iv. In each case, the written consent and approval referred to in Sec. 3-14 shall be filed in the record of the case and shall be brought to the attention of the judicial
authority of the court or the presiding officer of the administrative tribunal.

b. In addition, an intern may, under the supervision of a member of the bar:
   i. prepare pleadings and other documents to be filed in any matter;
   ii. prepare briefs, abstracts and other documents.

c. Each document or pleading must contain the name of the intern who participated in drafting it and must be signed by the supervising attorney.

5. Sec. 3-18--Appearances--Legal Interns--Certification of Intern The certification of an intern by the law school dean: 
   a. shall be filed with a clerk of the Superior Court in Hartford and, unless it is sooner withdrawn, shall remain in effect until the announcement of the results of the second Connecticut bar examination following the intern's graduation. For any intern who passes that examination, the certification shall continue in effect until the date of admission to the bar;
   b. shall terminate if the intern, prior to graduation, is no longer duly enrolled in an accredited law school;
   c. may be terminated by the dean at any time by mailing a notice to that effect to the clerk of the Superior Court and to the intern. It is not necessary that the notice to the Superior Court state the cause for termination;
   d. may be terminated by the Superior Court at any time upon notice to the intern, to the dean and to the Superior Court in Hartford.

6. Sec. 3-19--Appearances--Legal Internship Committee There shall be established a legal internship committee appointed by the chief justice and composed of four judges, four practicing attorneys, three law professors, and three law students. This committee shall consult with the deans of law schools located in Connecticut, review the progress of the legal internship programs, and consider any complaints or suggestions regarding the program.

7. Sec. 3-20--Appearances--Legal Interns--Unauthorized Practice Nothing contained in these rules shall affect the right of any person who is not admitted to the practice of law to do anything that he might lawfully do prior to their adoption, nor shall they enlarge the rights of persons, not members of the bar or legal interns covered by these rules, to engage in activities customarily considered to be the practice of law.

8. Sec. 3-21--Appearances--Legal Interns--Out-of-State Interns A legal intern who is certified under a legal internship program or student practice rule in another state or in the District of Columbia may appear in a court or before an administrative tribunal of Connecticut under the same circumstances and on the same conditions as those applicable to certified Connecticut legal interns, if the out-of-state intern files with the clerk of the Superior Court in Hartford, with a copy to the legal internship committee, a certification by the dean of his or her law
school of his admission to internship or student practice in that state or in the District of Columbia, together with the text of that state's or the District of Columbia's applicable statute or rule governing such admissions.

ii. Student Practice Rule--U.S. District Court for the District of Connecticut

1. Local Rule 83.9 -- Law Student Internship Rules

   a. Appearance of Law Student Intern. An eligible law student intern may, with the Court's approval, under supervision by a member of the bar, appear on behalf of any person who has consented in writing to the intern's appearance.

   b. Requirements of Supervising Attorney. The attorney who supervises an intern shall:

      i. be a member of the bar of the United States District Court for the District of Connecticut;
      ii. assume personal professional responsibility for the student's work;
      iii. assist the student to the extent necessary;
      iv. appear with the student in all proceedings before the Court unless the attorney's presence is waived by the Court;
      v. indicate in writing his or her consent to supervise the intern under this Rule.

   c. (c) Requirements of Law Student Intern. In order to appear pursuant to this Rule, the law student intern shall:

      i. be enrolled in good standing in a law school approved by the American Bar Association;
      ii. have completed legal studies amounting to at least two semesters of credit, or the equivalent if the school is on some basis other than a semester basis;
      iii. be introduced to the Court in which he or she is appearing by the supervising attorney;
      iv. not be employed or compensated by a client. This Rule shall not prevent an attorney, legal aid bureau, law school, public defender, or other agency from compensating a law student intern.

   d. (d) Privileges of Law Student Intern. The law student intern, supervised in accordance with this Rule, may:

      i. appear as counsel in Court or at other proceedings when the consents of the client and supervising attorney referred to in subdivisions (a) and (b) of this Rule have been filed, and the Court has approved the intern's request to appear; and
      ii. prepare and sign motions, petitions, answers, briefs and other documents in connection with any matter in which the law student intern has met the conditions of Rule 83.9(c). Each such document must also be signed by the supervising attorney.
iii. Student Practice Rule--U.S. Court of Appeals, Second Circuit (Quoted verbatim from the Rules of the Court of Appeals for the Second Circuit, as amended 7/1/96)

1. Sec. 46(e). Appearance and Argument by Eligible Law Students
   a. An eligible law student acting under a supervising attorney may appear in this court on behalf of any indigent person, the United States, or a governmental agency, provided the party on whose behalf the student appears has consented thereto in writing.
   b. The supervising attorney shall be a member of the bar of this court and, with respect to the law student's proposed appearance upon an appeal or other matter before this court, shall:
      i. file with this court the attorney's written consent to supervise the student;
      ii. assume personal professional responsibility for the student's work;
      iii. assist the student to the extent necessary;
      iv. appear with the student in all proceedings before this court and be prepared to supplement any written or oral statement made by the student to this court or opposing counsel.
   c. In order to be eligible to appear, the student shall:
      i. be enrolled in a law school approved by the American Bar Association. The student shall be deemed to continue to meet this requirement as long as, following graduation, the student is preparing to take the first state bar examination of the state of the student's choice within this circuit for which the student is eligible or, having taken that examination, the student is awaiting publication of the results or admission to the bar after passing that examination;
      ii. have completed legal studies amounting to at least four semesters, or the equivalent;
      iii. be certified, by either the dean or a faculty member of the student's law school designated by the dean, as qualified to provide the legal representation permitted by this rule. This certification may be withdrawn by mailing a notice of withdrawal to the clerk of this court or it may be terminated, by vote of a majority of the panel sitting on a case in which the student is appearing, at any time without notice or hearing and without any showing of cause. The loss of certification by action of this Court shall not be considered a reflection on the character or ability of the student. The dean or a faculty member designated by the student may recertify such a student for appearances before other panels;
iv. be introduced to this court by an attorney admitted to practice before this court;

v. neither ask for nor receive any compensation or remuneration of any kind for the student's services from the party on whose behalf the student renders services, but this shall not prevent an attorney, legal aid bureau, law school, public defender agency or the United States from paying compensation to the eligible law student, nor shall it prevent any agency from making proper charges for its services;

vi. certify in writing that the student is familiar and will comply with the Code of Professional Responsibility of the American Bar Association;

vii. certify in writing that the student is familiar with the Federal Rules of Appellate Procedure, the Rules of this court, and any other federal rules relevant to the appeal in which the student is appearing.

d. Upon filing with the clerk of this court the written consents and certifications required by this rule, an eligible law student supervised in accordance with this rule may with respect to any appeal or other proceeding for which the student has met the requirements of this rule:

i. engage in the drafting or preparation of briefs, appendices, motions, or other documents;

ii. appear before this court and participate in oral argument.

3. Students and Fundraising

a. The Law School prohibits students and student organizations from approaching law firms, companies, or related entities for the purpose of fund raising without explicit approval from the Dean and the Director of Development. The reason for this requirement is that the University and the Law School have many funding requests out to various organizations. Typically these are endowment requests that exceed $25,000 and are closely aligned with the University's academic plan. A funding request from a student organization is confusing to the donor organization and generally the request is for an amount far less than the official University or Law School request, so it is very easy for the entity to approve your request and set aside the larger, strategic request.

b. The Law School will do what it can to support student organizations that comply with this policy. But should it come to our attention that a student organization has done unauthorized fundraising, the organization will be subject to the following penalties:

c. If the student organization has already received funding from any Law School department, the University of Connecticut Law School Foundation, Inc. or University of Connecticut Law School Alumni Association, Inc., its allocation from these entities will be reduced in the current fiscal year by the amount of funds received from an external source; AND

d. The student organization will be precluded from receiving any additional funding or support (Information technology, facilities, administrative, publicity, publications, etc.) from the Law School for the balance of the fiscal year (ending June 30).

4. FERPA

5. Law School Academic Misconduct Policy
6. Pro Bono and Pledge Program
7. Student Code of Conduct
8. Parking Regulations