Academic Regulations Governing the Juris Doctor Program

Revised August 2017

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1 These academic requirements, policies, procedures, and deadlines have been adopted by the faculty of the law school in compliance with American Bar Association (ABA) Standards for Approval of Law Schools, by-laws and policies of the University of Connecticut, and U.S. Department of Education regulations. Students seeking a waiver of any academic regulation not mandated by ABA Standards or law may do so by submitting a request to the faculty Petitions Committee. (See Section on Deviation from Academic Policy, Procedure or Deadline.) Academic regulations mandated by ABA Standards or law are not subject to waiver by the Petitions Committee.
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1 DEGREE REQUIREMENTS

1.1 Academic Credits

1.1.1 Minimum

All candidates for the Juris Doctor degree must successfully complete a minimum of eighty-six (86) credits.

1.1.2 In-Class (or Direct Faculty Instruction) Requirement

At least sixty four (64) of the eighty-six (86) credit hours must be in courses that require attendance in regularly scheduled classroom sessions or direct faculty instruction. Regularly scheduled classroom session or direct faculty instruction credit hours may not include: (1) course work taken outside the school of law (at both other institutions of higher education and other schools within the University of Connecticut); (2) work in the field component of field placement clinics and any clinical fieldwork supervised by a person whose primary professional employment is not with the School of Law; (3) individual field placements (externships); (4) field placements outside the United States either as part of a study abroad program or independently; (5) special research projects; (6) law review/journal credits; and (7) moot court/mock trial competitions.

Regularly scheduled classroom session or direct faculty instruction credit hours may include: (1) traditional lecture or seminar courses, and in-house clinics; (2) distance education courses; and (3) participation in approved study abroad programs.

These lists are not exhaustive.

1.2 Duration of Study

1.2.1 Minimum Study

The Standards of the American Bar Association have established that the Juris Doctor degree must be completed no earlier than 24 months. The Faculty of the School of Law have set a minimum of five (5) regular semesters for full time students and a minimum of 7 regular semesters for part time students.

1.2.2 Maximum Study

The Standards of the American Bar Association have established that the Juris Doctor degree must be completed no later than 84 months. The Faculty of the School of Law have set a maximum duration of study of five (5) years for full time students and six (6) years for part time students. Extension of these time periods to the limits established by the American Bar Association are at the discretion of the Faculty Petitions Committee and are considered only in extraordinary circumstances.

1.2.3 Residency

Duration of study requirements also include a Residency Credit requirement. All candidates for the Juris Doctor degree must satisfy the residency requirement. Residency credit is determined not by the domicile

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2 All requirements for the degree are subject to change at any time by the faculty. No increase in the number of semester hours required are made effective for students enrolled at the time of such change who remain in continuous attendance. Students who are not in continuous attendance or who transfer from another law school are subject to the requirements in effect at the time of their reentrance or admission.
location of a student, rather it is calculated as a percentage based on the number of credits in which a student is enrolled. All students must achieve 100% residency.

Three year day division students: Achieve 100% by completion of a minimum of six semesters in residence, or the equivalent thereof, at this or another accredited law school. The maximum residency that can be achieved in any semester is 16.667%. In order to earn full residence credit for a semester, a student in the three year day program must satisfactorily complete at least ten credit hours for that semester.

Evening division and four year day division students: Achieve 100% residency by completion a minimum of eight semesters, or the equivalent, at this or another accredited law school. The maximum residency that can be achieved in any semester is 12.5%. In order to earn full residence credit for a semester, a student in the four year evening or four year day program must satisfactorily complete at least eight credit hours for that semester.

Partial residency credit is awarded in those semesters in which these credit loads are not reached.

1.3 Pace of Study

To demonstrate satisfactory academic progress, candidates for the Juris Doctor degree must maintain a minimum pace of study. This pace will vary according to a students’ year/division.

1.3.1 1L Full Time Students

Satisfactory Academic Progress is defined as 25 credit hours during a period of two consecutive required academic semesters.

1.3.2 Upper Level Full Time Students

Satisfactory Academic Progress is defined as 20 credit hours during a period of two consecutive required academic semesters.

1.3.3 All Part Time Students

Satisfactory Academic Progress is defined as 16 credit hours during a period of two consecutive required academic semesters.

1.3.4 Attempted Credit Requirement

All students must earn 75% of their cumulative attempted credits.³

1.3.5 Leave of Absence

Pace of study is not calculated during semesters in which a student is on an approved leave of absence.

³ Completion rate is equal to the number of completed credit hours divided by the number of attempted credits. Completed credit hours will include all credit hours for which a student has earned a final letter grade of (A-D, and P). Credit-hours that are transferred (grade of T) into the University and successfully articulated towards the completion of an educational program or part of a Dual Degree or approved Study Abroad program will be counted as both earned and attempted hours for the purpose of this standard. Courses that are listed as Failure (F), Incomplete (I) or No Grade Received (N) will be counted as attempted but not earned.
1.4 Grade Point Average

All candidates for the Juris Doctor degree must have a cumulative grade point of 2.30 for all work undertaken at the law school. In computing the average, no consideration is given to grades received for work completed at other schools, including other law schools, even though transfer credit has been given for such work.

1.5 Required Courses

All candidates for the Juris Doctor degree must successfully complete all required course work.

1.5.1 1L Curriculum Courses

The scheduling and placement of students in required courses is done by the Registrar and students are required to complete all required courses in the division in which they begin their law studies. For students in the full-time day division, 1L Curriculum courses are to be completed in the first year of study; the winter session is required. For students in the part-time evening division, these courses are to be completed within the first two years of study; the summer session is required.

Students who fail to successfully complete the first semester of study (either in its entirety or an individual course or courses) may continue to the second semester of study. However, students may not be enrolled in courses beyond the first semester that require successful completion of the first semester course as a pre-requisite to another course unless waiver of this pre-requisite is approved by the Associate Dean for Academic Affairs, in consultation with the instructor of the later course.

1.5.2 Statutory/Regulatory Course Elective

All candidates for the Juris Doctor degree must successfully complete a course designated as satisfying the statutory/regulatory course elective.

The curriculum allows, and indeed requires, all students in the three year program to take a statutory/regulatory ("stat/reg") elective during the spring semester of their first year. Evening division students must take this elective during the fall semester of their second year; Day division students in the four year program must take it during their second year of study (fall or spring semester).

Day division students in the three year program, are limited in their ability to change a stat/reg election once made. Their election may be changed only if: (a) the new stat/reg course meets on the same precise days and times as the old; (b) a student is enrolled into his or her first choice stat/reg course from a waiting list; (c) or a student obtains permission from the Faculty Petitions Committee based upon a showing of compelling circumstances.

1.5.3 Professional Responsibility Requirement

All candidates for the Juris Doctor degree must successfully complete the course: Legal Profession (Law 7565), 3 credits.

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4 Students may not use a course to satisfy more than one degree requirement.
5 The list of courses and the course of study are found in Appendix A.
6 The list of Statutory/Regulatory Course Electives are found in Appendix B.
1.5.4 Practice-Based Learning Requirement

All candidates for the Juris Doctor degree must satisfy a Practice-Based Learning Requirement. The requirement can be satisfied by successfully completing any clinic or field-placement course except an individual field placement. To satisfy the requirement through an individual field placement, a student must: (1) enroll simultaneously in, and successfully complete, the Individual Field Placement Seminar; and (2) perform at least 168 hours of fieldwork (i.e., the equivalent of three credits) at a placement certified by the Field Placement Program Director as providing high-quality placement supervision. The requirement can also be satisfied by successfully completing a course designated by the Associate Dean for Academic Affairs as satisfying this requirement that includes a substantial component in which students participate in teams or as a group in one or more practice-based learning projects.

Students are required to have completed 28 credits before participation in an individual field placement.

1.5.5 Upper-Class Writing Requirement

All candidates for the Juris Doctor degree are also required to satisfy the upper-class writing requirement.

For Students Commencing Study Prior to Fall 2016

Students fulfill the upper-class writing requirement by writing a substantial paper of an intensive, analytical character which is of high quality. Students are expected to produce as many drafts as necessary to produce a paper meeting this standard, but in all cases are required to submit an initial draft and to make at least one round of revisions after receiving comments from their faculty supervisor. The requirement may be satisfied by any of the following methods:

- a special research project of not less than two credit hours supervised by a member of the full-time faculty
- a paper for a seminar designated by the instructor as requiring writing that would satisfy the requirement
- a piece certified to be publishable or nearly publishable by the faculty advisor of the Connecticut Law Review, the Connecticut Journal of International Law, the Connecticut Public Interest Law Journal, or the Connecticut Insurance Law Journal. (Please note: Not all work for these journals will satisfy the upper-class requirement. Even if a student’s work is accepted for publication, the piece must undergo multiple drafts supervised by a member of the full time faculty in order to qualify for upper-class credit. Faculty advisors are not necessarily available to supervise student journal pieces and should be consulted at or near the beginning of a project if such supervision is desired.)
- a substantial paper in a course in which the professor permits no more than five students to submit papers for course credit in lieu of an exam and which otherwise must meet the standards of the upper-class writing requirement.

Except in the case of the above-listed journals, satisfaction of the upper-class writing requirement must be by work done on graded basis (i.e., not on a pass/fail basis). Students on journals may satisfy the requirement by undertaking a separate special research project for up to two credits based on research and writing substantially similar to that which they are doing in connection with their required journal piece.

Because of the multiple draft requirement, students should begin work on a project designed to satisfy the requirement no later than the beginning of their next to last semester of study. (That is, if a student plans to graduate in May, he/she should begin work on the project not later than the beginning of the fall semester.)

There is no specified minimum length requirement for a special research project that satisfies the upper-class writing requirement, but the general expectation is that the writing will be 10-15 pages in length per credit. The supervising faculty member has discretion to award credits based on the scope and depth of the student’s research and analysis and the amount of work involved, regardless of a paper’s length.
Students must have a completed Method of Satisfying the Upper-Class Writing Requirement form on file at the Office of the Registrar prior to graduation. A form submission deadline has been established each term for upper-class writing requirements that are completed through the completion of a paper in a seminar and in lieu of an exam. This date is four weeks into each term (or the fourth class meeting of a summer term course) and is posted on the academic calendar. The completion of the upper-class writing requirement will be verified at the time of grade submission.

**For Students Commencing on/after Fall 2016**

Students fulfill the upper-class writing requirement (UCWR) by researching and writing (1) a substantial paper of an intensive, analytical character, or (2) one or more papers that contain rigorous predictive, objective legal analysis or a persuasive legal argument based on real or hypothetical facts.

In order to satisfy the UCWR, the papers must be of high quality. Students are expected to produce as many drafts as necessary to produce papers meeting this standard, but in all cases are required to submit an initial draft and to make at least one round of revisions after receiving individualized feedback from their faculty supervisor. Except in extraordinary circumstances, the faculty supervisor must be a full-time faculty member.

**Prior to submitting a first draft, students must attend a research review class that is (1) conducted by a Research Librarian as a general UCWR-research refresher session open to all students, or (2) conducted as a subject-focused research review session by the faculty member who is supervising the UCWR or a Research Librarian in the context of a course in which the UCWR is being completed. Students who are concurrently enrolled in, or have completed, the Advanced Legal Research course are not required to attend a research review class.**

Students may fulfill the upper class writing requirement by researching and writing a substantial paper of an intensive, analytical character by any of the following methods:

- a special research project of not less than two credit hours supervised by a faculty member;
- a paper for a seminar designated by the faculty member as requiring writing that would satisfy the requirement;
- a piece certified to be publishable or nearly publishable by the faculty advisor of the Connecticut Law Review, the Connecticut Journal of International Law, the Connecticut Public Interest Law Journal, or the Connecticut Insurance Law Journal. (Please note: Not all work for these journals will satisfy the UCWR. Even if a student’s work is certified to be publishable or near publishable or accepted for publication, the piece must undergo multiple drafts supervised by a member of the full-time faculty in order to qualify for UCWR credit. Faculty advisors are not necessarily available to supervise student journal pieces and should be consulted at or near the beginning of a project if such supervision is desired.) Students on journals may also satisfy the requirement by undertaking a special research project for up to two credits that is substantially similar to research and writing performed for journal credit.
- a substantial paper in an exam course in which the faculty member permits no more than five students to submit papers for course credit in lieu of the exam and which otherwise must meet the standards of the UCWR.

Students may alternatively satisfy the UCWR by researching and writing one or more papers that contain rigorous predictive, objective legal analysis or a persuasive legal argument based on the facts of the sort that students will be expected to produce in practice. Faculty members are responsible for designing the research and writing assignments. Students may satisfy this requirement by any of the following methods:

- a special research project of not less than two credit hours supervised by a member of the full-time faculty;
- a paper or papers for a seminar designated by the faculty member as requiring writing that would satisfy the UCWR;
- a paper or papers in an exam course in which the faculty member permits no more than five students to submit papers for course credit in lieu of the exam;
- a brief or predictive memorandum written in a live-client clinic. If the writing is co-written, it must include substantial substantive contributions by each student seeking UCWR credit.
- completion of an advanced legal writing course that requires writing that would satisfy the UCWR.

Except in the case of the above-listed journals, satisfaction of the UCWR must be by work done on graded basis (i.e., not on a pass/fail basis). The completion of the UCWR will be verified by the faculty member at the time of grade submission or thereafter. For papers that satisfy the UCWR, the general expectation is that the final paper or papers will total at least 2500 words (excluding footnotes) per credit awarded, or for papers not produced for credit, at least 5000 words (excluding footnotes).

Because of the multiple draft requirement, students should begin work on a project designed to satisfy the UCWR no later than the beginning of their next to last semester of study. (That is, if a student plans to graduate in May, he/she should begin work on the project not later than the beginning of the fall semester.)

Students must have completed a Method of Satisfying the Upper-Class Writing Requirement form on file at the Office of Registrar Prior to graduation. A form submission deadline has been established each term for upper-class writing requirements that are completed through the completion of a paper in a seminar and in lieu of an exam.

1.6 Dual Degree Requirements

The Law School has developed five dual-degree programs that combine a legal education with graduate professional training in related fields. These programs enable qualified students to earn the J.D. and another degree more quickly than by pursuing both degrees independently. **Students are not required to pursue a dual degree.**

1.6.1 Admission Requirements

Students pursuing dual degrees must meet the application requirements of, and be separately admitted to, each degree program. Admission to one degree program does not guarantee admission to the other.

Once admitted to both programs, students must submit a dual degree application to the law school registrar.

1.6.2 Concurrent Enrollment/Completion Requirements

Students are eligible to pursue dual degrees only if they are enrolled concurrently in both programs. Students who already have completed one program are not eligible for dual degrees or the transfer of credits that participation in such a program enables.

Students may begin either degree program first. Students must generally complete one full year of study in one program, followed by a complete full year of study in the other, before taking courses in both degree program simultaneously to complete their respective requirements.

All degree requirements of both programs must be met. Credits from the other degree program will not be applied toward the JD degree unless and until all the requirements of the former have been satisfied. The other degree program must be completed prior to or concurrently with completion of the JD degree.

Students in the JD/MBA dual degree program only, who complete all of the requirements for the dual degrees in three years, will be charged a one-time fee equivalent to one semester’s tuition and fees at the law school.

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7 Current dual degree programs include: (1) JD/MBA; (2) JD/LLM in Insurance Law; (3) JD/MSW; (4) JD/MPH; and (5) JD/MPA.
1.6.3 Policies Regarding Courses and Credit

Students must limit their credits to 16 law credits per semester unless permission for 17 credits is granted by the Associate Dean for Academic Affairs. It is suggested that students limit their total credits for both programs to this limit as well.

The Graduate School will reduce the number of credits needed for students enrolled in a dual degree program. This may vary by program. The School of Law will transfer twelve (12) credits from the graduate school to the law program. These 12 are included in the 86 credits needed for degree completion. Credits transferred from a dual degree program to the School of Law are done so without transfer of grade received (except in the case of cross listed courses with the Business School, as noted below).

The list of courses law courses which reduce the number of dual degree program credits is subject to change and is at the discretion of the participating program.

For the JD/MBA Program only: Courses have been cross-listed at both the School of Law and the Graduate School. JD students enroll in the Business School listing of these courses. Upon completion, these course credits and course grades are transferred back to the law program.

Additional policy and requirement information, specific to individual programs, is found on the law school website.

1.7 Certificate Program Requirements

The Law School has a variety of certificate programs\(^8\) that function as concentrations in particular subject-matter and skill areas. These certificates enable students to tailor their legal educations to focus on their specific academic interests and career aspirations. **Students are not required to pursue a certificate.**

Application and credit/course requirements vary among programs and are available on the law school website.

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\(^8\) Current JD certificate programs include: (1) Corporate and Regulatory Compliance; (2) Energy and Environmental Law; (3) Human Rights; (4) Intellectual Property; (5) Law and Public Policy; (6) Tax Studies; and (7) Transactional Practice.
2 ACADEMIC POLICIES

2.1 Academic Credit

2.1.1 Determination of Credit – POLICY UNDER CONSTRUCTION

2.1.2 Student Credit Load

In addition to the minimum and maximum credit loads displayed in the tables below, students must also adhere to the credit requirements outlined in the section, "Pace of Study".

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<td>3 Year Day Division Students</td>
<td>4 Year Day Division Students</td>
<td>Evening Division Students</td>
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<td>Maximum Number of Credits Permitted Without Permission</td>
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<td>3 Year Day Division Students</td>
<td>4 Year Day Division Students</td>
<td>Evening Division Students</td>
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<tr>
<td>Maximum Number of Credits Permitted Without Permission</td>
<td>10 Per Semester No More than 7 in any one session</td>
<td>10 Per Semester No More than 7 in any one session</td>
<td>10 Per Semester No More than 7 in any one session</td>
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<td>Maximum Number of Credits Permitted With Permission</td>
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<td>3 Year Day Division Students</td>
<td>4 Year Day Division Students</td>
<td>Evening Division Students</td>
<td></td>
</tr>
<tr>
<td>Maximum Number of Credits Permitted</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

The office of the Registrar can only approve overload requests for students in the top three quintiles. Students in the fourth or fifth quintiles must obtain the permission of the Associate Dean for Academic Affairs. As credit overload, and in fact any deviation from the prescribed curriculum, is not under most circumstances permitted by first year students, requests of this nature by first year students will not be granted. Only exceptions for underload requests and requests under ADA Accommodation guidelines will be considered by the Director of Student Services.

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9 Students are not permitted to be enrolled at any time in coursework that exceeds 20% of the 86 total credit hours required for graduation.

10 Students in their 1L year are not permitted to take elective courses in the Winter Term.
2.1.3  Distance Education

Juris Doctor students may not enroll in distance education courses until after completion of 28 credits.

Juris Doctor students may not enroll in greater than nine (9) total credits of distance education course work. Extension of this limit, with approval, may not exceed fifteen (15) total credits.

2.2  Academic Standing and Support

2.2.1  Recommended Student Services Support
All Juris Doctor students who are unable to meet the requirements of pace of study will be strongly encouraged to review their progress with a member of the Student Services team or the Associate Dean for Academic Affairs.

2.2.2  Recommended Academic Support
All Juris Doctor students whose cumulative grade point average at the end of the first year places them in the bottom 10% of their class will be strongly encouraged to enroll in an academic support course (as scheduled by the Associate Dean for Academic Affairs) during the fall semester of their second year.

2.2.3  Dismissal
A student must have a cumulative grade point average of 2.3 at the end of any academic year to remain in good standing. In computing the average, no consideration is given to grades received for work completed at other schools, including other law schools, even though transfer credit has been given for such work. Any student who fails to attain the required grade point average at the end of any academic year is automatically dismissed from enrollment and barred from attendance at classes.

2.2.4  Readmission
All petitions for readmission will be determined by the Committee on Student Petitions. Students may petition for readmission for the academic year following their dismissal, or in a subsequent academic year. If the Committee on Student Petitions finds that the student has the necessary aptitude to perform satisfactory work at the Law School, it grants readmission and requires the student to repeat any required courses in which the student received a grade of "D" or lower. In the year following readmission, the student must maintain a grade point average of 2.6. The Committee on Student Petitions may impose any other conditions on readmission it deems appropriate.

Procedure: The deadline for submitting petitions for readmission for the following year is three weeks after a student receives his/her grades at the end of the academic year. A student may petition for readmission in subsequent years at any time. Petitions must be in writing and include the student's current mailing address. All petitions should contain a complete statement of the facts and circumstances supporting the request.

2.3  Add/Drop

All students are encouraged to review Bar Examination requirements for each state to ensure acceptability of distance education courses.

11 Students are encouraged to review Bar Examination requirements for each state to ensure acceptability of distance education courses.

12 Requirements for Financial Aid may vary.
2.3.1 Deadlines

**Fall/Spring Courses:**

Students are expected to have made their course selections and to have settled on a final schedule by the end of the first week of each semester. Changes in a student’s schedule after that time will be permitted only under a limited set of circumstances.

Students will be required to withdraw from a course in the event of a time conflict.

During the period after the add/drop deadline but still within the first six weeks of the semester, students may drop a non-required course, provided that the course is not fully subscribed (i.e., is not a "closed" course), only for good cause shown and only with the permission of the instructor and the permission of the Associate Dean for Academic Affairs.

Adding any course after the add/drop period or dropping any course after the sixth week of the semester requires the approval of the Petitions Committee.

Dropping any closed course after the add/drop period requires the Petition Committee’s approval. If the Committee grants a request to drop a closed course, it may require that a student lose one RP (registration priority) for the following semester.

**June Term/July Term Courses:**

Students may add courses provided that no more than one class meeting has been missed (or in the case of on-line course, through the first day of the term). Students may drop June or July Term courses (with the exception of Moot Court and any closed course) through and including the sixth class meeting. Dropping any closed course after the add/drop period requires the Petition Committee’s approval. If the Committee grants a request to drop a closed course, it may require that a student lose one RP (registration priority) for the following semester.

To add or drop a course, a student should complete the necessary forms with the Registrar’s Office. All petitions and requests to the Associate Dean for Academic Affairs for late adds or drops must indicate the view of the instructor. No late adds will be approved without the instructor’s approval. Any student who fails to comply with this policy should be prepared to take the final examination or otherwise satisfy the course requirements in all courses for which he or she is registered.

**Required Courses:** Students are not permitted to drop required 1L curriculum courses taken during the June Term.

**Winter Term Courses:**

Students may add courses provided that no more than one class meeting has been missed (or in the case of on-line course, through the first day of the term). Students may drop Winter Term courses through and including the 2nd class meeting (or in the case of on-line courses, through the second day of the term). Dropping any closed course after the add/drop period requires the Petition Committee’s approval. If the Committee grants a request to drop a closed course, it may require that a student lose one RP (registration priority) for the following semester.
To add or drop a course, a student should complete the necessary forms with the Registrar’s Office. All petitions and requests to the Associate Dean for Academic Affairs for late adds or drops must indicate the view of the instructor. No late adds will be approved without the instructor’s approval. Any student who fails to comply with this policy should be prepared to take the final examination or otherwise satisfy the course requirements in all courses for which he or she is registered.

Required Courses: Students are not permitted to drop required 1L curriculum courses taken during the Winter Term.

Special Research Projects

Special research projects may be added no later than the end of the second week of the semester during the Fall/Spring, and no later than the second day of the term for June, July and Winter terms. In order to add a special research project a student should submit the appropriate application form, complete with the necessary signatures, to the Registrar’s Office. Late applications are permitted only with the permission of the Associate Dean for Academic Affairs and/or the Petitions Committee.

A special research project may be dropped at any time during the semester, no permission is required.

Individual Field Placements

Individual field placements may be added no later than the end of the first week of the semester during the Fall/Spring, and no later than the second day of the term for June term. In order to add an individual field placement, a student should submit the appropriate application form, complete with the necessary signatures, to the Registrar’s Office. Late applications are permitted only with the permission of the Field Placement Program Director and/or the Petitions Committee.

Individual field placements may be dropped only with permission the Field Placement Program Directorand/or the Petitions Committee.

2.3.2 Financial Aid

Students are advised to consult with the Office of Student Finance before dropping credits to ensure any/all aid is not jeopardized.

2.3.3 Billing

Student credit load for billing purposes is determined according the tuition refund schedule as published by the Bursar’s Office. These deadlines do not always correspond with add/drop deadlines.

2.4 Attendance

Regular class attendance is expected. Under the Standards of the American Bar Association for the Approval of Law Schools, regular class attendance is necessary to satisfy class requirements. In cases of excessive absence, the instructor may deny course credit. However, the instructor does not have the right to give a student an "F" for excessive absences. Upon timely notice, instructors may require attendance at regular or specially-called classes or relevant lectures, conferences and similar sessions.
2.5 Auditing Courses

Current JD students at may audit law courses with the advance consent of the instructor and the Associate Dean for Academic Affairs. No formal registration is required, and no record of the audit is made on the transcript. The privileges of an auditor are limited to attending class lectures, regular attendance is required. An auditor may not participate in class discussion or use instructor time, unless permission to do so is specifically granted by the instructor. No work assignments or examinations are required.

2.6 Credit for Courses Taken at Other Schools

2.6.1 Prior to Admission to UCONN Law – Law School Transfer Credits

Determination of applicable transfer credits to UCONN Law is made by the Office of Admissions at the time of acceptance. Any student seeking credit for individual courses taken at an accredited American law school prior to his/her admission to the School of Law, including a student who has applied unsuccessfully to the Admissions Committee for admission with advanced standing, may apply to the Petitions Committee for the award of credit for individual courses. The Petitions Committee does not consider any such application for credit until the student has satisfactorily completed one year of work at the Law School. However, the Committee does consider an application for exemption from required courses at any time.

2.6.2 Prior to Admission - Non-Law Credits

Law school credit may not be granted for any non-law courses taken prior to law school matriculation.

2.6.3 Courses at Other Law Schools During UCONN Law Study – Visiting Other Law Schools

Students currently matriculated at the School of Law may take courses at other accredited law schools to be credited toward graduation. Students must receive advance permission from the associate dean for academic affairs. Permission will be granted for compelling circumstances. Credit at the University of Connecticut School of Law for approved courses is given on the same basis as if the School had provided that program itself. Students may seek credit for individual course credits, semester length study, or study for a period of one year.

2.6.4 Courses at Other Law Schools During UCONN Law Study – Exchange Programs

Courses taken pursuant to School of Law sponsored/approved international exchange program may be credited toward graduation. Students participating in programs other than one of the Law School’s exchange programs should receive advance written permission from the International Legal Programs Office. Credit at the Law School for approved courses is given on the same basis as if the School had provided that program itself. Acceptance of any credit or grade for any course taken in a foreign law school, including field placements and clinics, is subject to determination by the University of Connecticut School of Law.

2.6.5 Non Law Courses During UCONN Law Study

With the written approval of the associate dean for academic affairs, a student, after completing the first year of the J.D. program, may enroll in courses offered by other schools of this University or other accredited institutions of higher learning. For credit toward graduation from the Law School, courses generally should be at the graduate level and should contribute to the student's education in law or particular professional interests. A maximum of six credits in such courses may be allowed. Grades received in such courses are not included in the determination of the student's grade point average. Credit at the Law School for approved courses is given on the same basis as if the School had provided that program itself. The six-credit limit on non-law courses does not apply to students in dual degree programs, in which a greater number of non-law credits may be applied toward the JD degree. Dual degree students may not, however, apply
additional non-law credits toward their JD degree beyond those authorized for their dual degree program, pursuant to this rule.

2.6.6 Grades

For course credit to be granted for any work taken outside the School of Law, the student is required to have attained a grade of "C" or better. However, only the number of credits earned and the name of the institution will appear on the student's official University transcript. For this reason, students may wish to request official transcripts for each school they have attended.

2.6.7 Compensation

The School of Law will not grant credit for any work for which the student received financial compensation.

2.7 Continuous Registration

All students matriculated in a degree program must maintain registration continuously each semester (except during summer/winter sessions) until they have completed all the requirements for the degree. Students must maintain registration by either taking coursework for credit or by enrollment in a continuous registration course. This applies to all students enrolled for credit in other programs, i.e. Study Abroad or visiting another Law School. A continuous registration course carries with it a fee determined/approved by the University.

2.8 Course Conflicts

Students are prohibited from selecting courses for which class session times conflict or overlap. Any student who is registered for a schedule of classes which contains a conflict or overlap in class meeting times is required to withdraw from as many courses as are necessary to eliminate all conflicts or overlaps in his/her class schedule. Such student should select which course or courses to withdraw from for this purpose, if the student does not, this decision will be made administratively.

2.9 Deviation from Academic Policy, Procedure or Deadline

The degree requirements, academic policies and procedures, and deadlines have been established to comply with the Standards for Accreditation of the American Bar Association, policies of the University of Connecticut and Federal Regulation, and policies approved by the Faculty of the University of Connecticut School of Law. Matters pertaining to the ABA Standards and Federal Regulations may not be deviated from; policies, procedures, and/or deadlines established by the School of Law may be reviewed on a case-by-case basis. Students seeking waiver from any School of Law policy, procedure and/or deadline, may do so by placing their request before the Faculty Petitions Committee.

Procedure for Submitting a Request to the Petitions Committee:

- Students should complete a Student Petition form in its entirety and submit it to the Office of the Registrar. The petition should contain a complete statement of the facts and circumstances supporting the request. The Petitions Committee undertakes no responsibility for conducting supplemental inquiries.
• The signature of the involved faculty member is required for all matters except those related to pass/fail grading or where the anonymity of the student’s exam would be compromised.

• Once a petition is received, the Registrar’s Office will append information indicating the student’s petition history and any relevant ABA, University or Law School regulation that the Committee may wish to consider in reaching its decision. The petition will then be forwarded to the Committee.

• The Petitions Committee consists of three faculty members appointed annually by the Dean as well as the Associate Dean for Academic Affairs, the Assistant Dean of Students, the Director of Student Services and the Registrar, who are ex officio (non-voting) members.

• The Committee will not consider oral petitions. Students should not contact Petitions Committee members to discuss the facts or merit of a petition. The Committee may request an oral presentation in rare circumstances.

• The Petitions Committee will attempt to decide petitions within seven days of their receipt but this may not always be possible. If the petitioner has a compelling need for expedited consideration, this should be explained in the petition. Petitions occasioned by students’ failure to act within prescribed Law School deadlines will not be considered emergencies warranting expedited consideration.

• The Registrar is informed of the Committee’s decision by the chairperson who in turn notifies the student. The Committee does not issue written decisions explaining its rationale. Students seeking additional information are referred to the Associate Dean for Academic Affairs.

Decisions of the Petitions Committee are final and non-appealable.

2.10 Division/Program Changes

2.10.1 Transferring from 1st Year Evening to 2nd Year Day Division

Students have an absolute right to transfer at the end of the first year. For day division students, this is at the end of the spring semester. For evening division students, the end of the first year is after completion of June Term.

Students must complete their required courses in the division in which they entered the law school. Evening 1L students who transfer to the day division in year two, will be required to complete the remaining required courses (with the exception of the upper-class writing requirement, the practice based learning requirement, and Legal Profession) in the evening division.

Students must complete a total of six (6) credits of in June, July and winter terms in order to meet the residency credit requirements. Carrying extra credits during a fall or spring semester will not earn additional residency credit. Three (3) of the required six (6) credits will be earned by completing the required course in the June Term following the first year. The other three (3) credits may be earned in any one of the following ways:

(a) Take another summer course at the end of the first or second year.
(b) Take a course during winter term of the second and third year.
(c) With advance approval of the Dean's Office, take a 3-credit summer course at another ABA approved law school.
(d) With advance approval of the Dean's Office, take a 3-credit graduate level summer course at a non-law school (under the so-called "six-credit rule").
(e) Complete a Special Research Project for at least three (3) credits over the summer. This can also be used to fulfill the Upper-class Writing Requirement.
(f) Complete an Individual Field Placement for at least three (3) credits over the summer.

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13 These guidelines assume that it is a student’s intention to graduate in three years.
The above options are at the discretion of the student. Some students prefer to take care of all of their credits during the first summer so that if they are fortunate enough to land a clerkship in a law office for the summer after the second year they won’t have any incomplete academic obligations. However, students may wish to discuss the demands of the required June Term course before deciding to take two (2) courses during the first summer session.

Transferring students will have completed significantly fewer credit-hours by the end of their first year than their counterparts who began as full-time students. (First-year students in the full-time day division program complete 33 credits, as compared to 22 for first-year evening students and 26 for four-year day students.) Even with the required summer courses, transferees from the evening division, in particular, must take an average of 15.25 credits in each of their remaining four semesters to graduate in three years, as compared with 13.25 for students who began as full-time students. Fifteen or more credits per semester is a substantial load and probably not an optimal one in terms of educational value, especially during the second year when (because of the required year-long Constitutional Law and Property courses) this will require enrolling in a total of six courses or the equivalent per semester. To mitigate this heavy workload, the faculty urges students who transfer from the evening division to consider seriously the possibility of enrolling in additional June, July or winter term credits beyond the six described above.

2.10.2 Other Division Transfers

Students, with the exception of 1LE division students as outlined above, may request to transfer divisions after the completion of one year of study, and only effective during a semester break. Division changes are not approved for a mid-semester change.

2.10.3 All Division Changes

It is imperative that students complete the change of division form and submit it to the Registrar’s Office for approval prior to the posted deadlines. This will allow students to select courses during the enrollment appointment times established for day division students.

Students considering a division change are urged to discuss his/her plan with the Registrar, Bursar and Student Finance Office to discuss matters of credits/residency/length of study, billing and financial aid. All of these may be affected by a division change.

2.11 Discontinuing or Postponing/Resuming Legal Studies

Students who may be considering separation from the School of Law are required to meet with the Director of Student Services to discuss the reasons for separation, possible alternatives and other administrative concerns (including, but not limited to: ABA regulations regarding length of study, and monetary commitments to the school of law). Having met with student services, students may submit their online request. This request is reviewed by the Assistant Dean of Students. Students who discontinue their studies at the School of Law without being granted approval to separate will be administratively withdrawn and must obtain the permission of the faculty petitions committee to resume studies at a later time.

Separation from the School of Law may be for a fixed period of time - this is a leave of absence; or for a final cessation of studies at the school of law - this is a withdrawal. Students transferring to another law school would request a withdrawal.

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14 This section pertains to students who have begun their studies and then subsequently consider separating from the school of law. Students who have not yet begun law studies withdraw his/her application through the Office of Admissions.
Degree requirements are determined by the student’s admit term for students who take leaves of absence. Students who otherwise separate from the law school and later return are subject to the degree requirements as they are at the time of readmission.

Student email accounts will be discontinued two weeks after the effective date of the separation. Access to the student administration system is not discontinued.

Please note: students who study for a defined period of time either at another campus as part of a dual degree program or at another school of law as an approved visitor do not have to separate from this school of law, though approval of these forms of study do require pre-approval as well.

2.11.1 Voluntary Withdrawals

A student may seek to withdraw from the School of Law at any time prior to the commencement of the final examination period. If approved, such students receive neither credit for, nor are charged with, any failure in any courses taken in the semester from which they withdraw. If the withdrawal occurs in the second semester these same regulations shall apply to full-year courses, except when arrangements for partial credit are made. A grade of N (for no grade received) will be entered for students will an approved withdrawal prior to the final examination period.

Once the final examination period has begun withdrawal requests will not be granted and students are expected to complete all required course work and examinations. Students will receive failing grades for all uncompleted course work and examination.

2.11.2 Leaves of Absence

A student may seek a leave of absence from the School of Law at any time prior to the commencement of the final examination period. If approved, such students receive neither credit for, nor are charged with, any failure in any courses taken in the semester from which they leave. If an extension is granted by the course instructor, students may receive a notation of I (for incomplete) on their transcript for a course in progress at the time of leave. If no extension is approved, a grade of N (for no grade received) will be noted. Once the final examination period has begun leaves of absence requests will not be granted for the current semester and students are expected to complete all required course work and examinations. Students will receive failing grades for all uncompleted course work and examination.

If the request for the leave is for a future term (or terms), the student is expected to complete the current term in which they are enrolled.

If a student takes a leave of absence from the School of Law after completion of one semester of a year-long course, upon readmission he or she may be permitted, under certain circumstances, to complete such courses as if the leave had not occurred. Approval to continue year long course work may be granted by the Associate Dean of Academic Affairs/Assistant Dean of Students. In determining whether or not this privilege will be granted, the following factors will be considered: changes in the content of the course; the time elapsed since the course was originally taken, but ordinarily the privilege will not be granted to a student whose absence from the Law School has exceeded one year; and the instructor’s evaluation of the student’s performance when the first semester of the course was originally taken (if known).

Credit is ordinarily not given for one semester of a full-year course. In a case deemed appropriate by the instructor, however, arrangements may be made for such partial credit. Grades may be entered separately for each semester or a single grade may be entered for the year, at the election of the instructor, for courses scheduled throughout the year.
2.11.3 Financial Aid

Students are advised to consult with the Office of Student Finance before discontinuing studies to discuss Financial Aid ramifications.

2.11.4 Billing

Students are advised to consult with the Bursar’s Office before discontinuing studies to discuss billing and refund of fees (if applicable).

2.11.5 Resuming Legal Studies

Requests to resume legal studies are reviewed by the Assistant Dean of Student Services. The following factors will be considered: reason for leave/return, elapsed time from the School of Law, and any educational credits taken while away.

2.11.6 Military Leave

Requests for separation by veterans and active service members will be reviewed on a case-by-case basis. Upon notification of activation or deployment, students should submit a copy of his/her orders. The Assistant Dean of Students is responsible for working with students whenever they are called to active duty while enrolled and to assist them when they are ready to return to their academic program.

2.12 Examinations

2.12.1 General Information

Examination schedules are posted by the Registrar’s Office.

The exam schedule for a given semester will be published with the schedule of courses and will be available prior to registration. It will indicate the type of exam (proctored or take-home) for each course and, if an exam is proctored, the schedule will indicate the date and time of the examination. Proctored exams will be scheduled so that courses meeting at different times do not have simultaneous or overlapping exams.

Students are responsible for verifying the date, time and place of their examinations. The exam period normally covers two weeks or some significant portion thereof. At the discretion of the Registrar, regular and/or deviated exams may be scheduled on Saturdays or Sundays during the exam period, subject to accommodation for religious observance.

Students must be available for the entire examination period, including scheduled deviation dates in case an exam must be rescheduled because of a weather-related or other emergency.

If a student is unavoidably detained and is late for an examination, he or she should contact the Registrar’s Office immediately upon arrival on campus to make alternate arrangements.

All exams are either proctored or take-home.
(a) Proctored exams are limited to three hours in duration, include reading time. This limit applies regardless of the number of credit hours allocated to the course. Exceptions may be made only for international exchange and LL.M. students, and students with documented disabilities that require accommodation (see Additional Time for International Students and Disability Accommodations).
(b) Take-home exams are limited to 24 hours in duration and may be self-scheduled by the student anytime during the take-home exam period. No special software or sign up is required for take home exams completed on student laptops.

2.12.2 Use of Laptops for Exams

At the discretion of the instructor, proctored exams may be taken on students' personal laptop computers or, subject to availability, Law School laptop computers.

Students wishing to take proctored exams on laptops will be required to sign up for the same by a date certain, sufficiently in advance of the exam period to enable the Registrar's Office to determine space needs and make appropriate room assignments. Students will also be required to download and test all necessary exam software prior to the examination. Students who fail to sign up to take an exam on a computer by the applicable deadline, or who fail to download the necessary software in advance, will be required to hand-write the exam.

Any laptop failure or malfunction during the exam will require the student to hand write the (remainder) of the exam.

2.12.3 Anonymity

Students are provided with exam numbers for each exam. This is to provide for anonymous grading by the instructor. To maintain this anonymity, students should not include personally identifiable information on their exam materials. Students should also not contact the instructor to discuss any exam issue (prior to the release of student grades). Students are directed to contact the Registrar's Office with any technical, procedural or other exam issue. The Registrar will contact the instructor (as necessary) to resolve the issue using the student anonymous exam number.

2.12.4 Additional Time for International Students

Additional time on exams is afforded to students who (1) have lived in an English-speaking country for one year or less and (2) have not previously been awarded a degree for which the primary language of instruction has been in English.

The additional time is given within a student’s first two regular (fall/spring) semesters only.

Students should contact the Registrar's Office in advance of the exam period to confirm whether they will be afforded additional time under this rule.

The amount of additional time is as follows:

(a) For proctored exams: one additional hour will be awarded. This is based on a three hour proctored exam and will be adjusted by the Registrar for exams or mid-terms that are scheduled less than three hours.

(b) For take home exams: no additional time will be awarded for any exam greater than 6 hours in length. For any exam 6 hours or less, one additional hour per each 3 hours of exam will be awarded.

2.12.5 Disability Accommodations
Students with documented disabilities requiring accommodation in connection with exam-taking should request the same during the first two weeks of the semester, or as soon as possible thereafter, from the director of student services.

2.12.6 Exam Deviations

A student may apply to the director of student services to take an examination at a time other than that for which it is regularly scheduled only when facing an unforeseeable hardship such as a medical problem, a death in the family, unavoidable employment conflict, etc. Multiple exams in a single day (unless at the exact same time) or other short period are not grounds for a deviation.

After the exam deviation request is approved, the assistant dean for finance and administration or the director of student services arranges the date and time the exam will be given and arranges with the instructor whether or not an alternate exam will be given. Deviations will normally be scheduled on the last day of each exam period, and the deviation exam dates are posted by the Registrar’s Office. When this deviation date is not feasible, at the judgment of the associate dean for academic affairs or the director of student services, deviations will be scheduled as soon as reasonably practicable following the conclusion of the exam period.

Failure to take a regularly scheduled examination or one arranged during a deviated time results in a grade of "F" ("Failure") unless the associate dean for academic affairs finds that grave cause prevented the taking of the examination. No such cause will be considered sufficient which might have been the subject of an application for rescheduling as described above. Students must contact the associate dean for academic affairs immediately upon the discovery that an exam has been missed. A claim that illness prevented completion of an examination or impaired a student's performance is treated in the same manner as a claim that grave cause prevented the taking of the examination.

2.12.7 Lost or Misplaced Exams

A student whose examination books have been lost or misplaced after receipt by the proctor or instructor may elect to take a grade of "P" (Pass) for the course or to take a make-up examination. An examination that was submitted in electronic format and can be reproduced is not considered a lost or misplaced exam for purposes of this policy. In all other circumstances involving lost or misplaced examinations, the student should secure the consent of the instructor and the Associate Dean for Academic Affairs to take a make-up examination in order to receive credit for the course.

2.12.8 Exam Retention

Written or electronically recorded work product that is factored into the student’s grade for a law school course shall be maintained by the instructor for a period of one year. Copies may be returned to the student only with permission of the instructor.

2.13 Extension of Paper Deadlines

2.13.1 For papers that will not be used to satisfy the upper-class writing requirement:

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15 This section refers to extensions requests for papers written for a course; see the section on “Alternatives to Courses and Seminars” for information regarding extension of Special Research Projects
The instructor in any course or seminar in which a paper is allowed or required sets and announces a stated deadline for the handing in of papers. This date may be no later than the last day of examinations (in the applicable division) for the semester in which the course or seminar is offered. Prior to the stated deadline, for good cause, the instructor may (in writing, with a copy to the Registrar) grant a single extension of time for handing in the paper; but no extended deadline may be more than two weeks beyond the last day of examinations (in the applicable division) for the semester in which the seminar or course is offered. No extended deadline may be later than the student’s anticipated date of graduation.

Prior to the deadline as extended by the instructor, a student may make application to the associate dean for academic affairs for a further extension upon showing that unavoidable circumstances makes completion of the work by the deadline impossible. The Associate Dean for Academic Affairs may set an extended deadline after consultation with the instructor, but no extension can be granted which is later than the student’s anticipated date of graduation.

2.13.2 For papers that will be used to satisfy the upper-class writing requirement:

If a paper written in connection with a course or seminar is to be used to satisfy the upper-class writing requirement, the student must file a completed “Method of Satisfying the Upper-class Writing Requirement” form. The form must be signed by the instructor and submitted to the Office of the Registrar by the end of the fourth week of classes (or by the date of the fourth class in any summer term course). Due dates for a first draft and final submission must be specified. The deadline for final submission shall be no later than the last day of examinations of the next regular semester following the semester or term of the course (i.e., the spring semester after a fall-term course; the fall semester after a spring- or summer-term course). Prior to the stated deadline for final submission, the instructor may grant a single extension of time for handing in the paper. This extension may not extend the deadline, however, beyond the last day of examinations of the next regular semester following the semester or term of the course, as specified above.

Prior to the deadline as extended by the instructor, a student may make application to the associate dean for academic affairs for a further extension upon showing that unavoidable circumstances make completion of the work by the extended deadline impossible. The Associate Dean for Academic Affairs may set a further extended deadline after consultation with the instructor. No extension may be granted that is later than the student’s anticipated date of graduation.

2.13.3 For all papers written for courses or seminars:

Failure to submit a paper by the appropriate deadline results in a failing grade for the paper, unless the associate dean for academic affairs finds that grave cause prevented the timely submission of the paper. No such cause is considered sufficient if it could have been the subject of an application for extension as described above. Where failure to submit a paper is excused as above, the Associate Dean for Academic Affairs, in consultation with the instructor, sets a further extended deadline.

Notwithstanding the above rules, if a student scheduled for graduation at the close of the semester would have sufficient credits for graduation without the course or seminar in which the paper was required, and the basis for an extension of time is shown, the instructor or the Associate Dean for Academic Affairs may direct that the student be withdrawn from the course or seminar.

It is the responsibility of the student to have available an extra copy of his/her paper for use in grading should it become necessary. In the event the original paper was submitted but lost and the student does not have an extra copy, the student has the option of submitting another paper within a reasonable time or receiving no credit for the course.

To allow a student to complete an alternate writing requirement or paper, the option of changing his/her graduation date in order to complete the requirements for the degree is offered. The graduation dates are: January 31, Commencement Day in May and July 10. There are no additional graduation dates.
Students with F-1/J-1 visas are reminded that they must also contact UConn’s Immigration Services to extend their Form I-20/DS-2019 to correspond with extended deadlines.

2.13.4 Pace of Study

In keeping with the requirements for pace of study, students must complete 75% of their cumulative attempted credits hours. Incomplete credits, such as those that may result after an extension is granted, will be reflected as attempted credits, not completed credits.

2.14 Grades

2.14.1 Letter Grades

<table>
<thead>
<tr>
<th>Grade Point</th>
<th>Value</th>
<th>Grade Point</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>A-</td>
<td>3.70</td>
<td>C-</td>
<td>1.70</td>
</tr>
<tr>
<td>B+</td>
<td>3.30</td>
<td>D+</td>
<td>1.30</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>B-</td>
<td>2.70</td>
<td>D-</td>
<td>0.07</td>
</tr>
<tr>
<td>C+</td>
<td>2.30</td>
<td>F</td>
<td>0.00</td>
</tr>
</tbody>
</table>

2.14.2 Non-Letter Grades

Have no numerical value and are not included in the student's grade point average.

P: Pass  
N: No Grade Submitted  
I: Incomplete

2.14.3 Calculating the Grade Point Average

To determine grade point average (GPA), multiply the number of points assigned to the grade in each course by the number of credits in the respective courses. The total number of points should be divided by the total number of credits to obtain the grade point average as illustrated in the example:

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade Point</th>
<th>Value</th>
<th>Course Credit</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Torts</td>
<td>B+</td>
<td>3.30</td>
<td>X 3 =</td>
<td>9.90</td>
</tr>
<tr>
<td>Sales</td>
<td>B</td>
<td>3.00</td>
<td>X 3 =</td>
<td>9.00</td>
</tr>
<tr>
<td>Tax Policy</td>
<td>C+</td>
<td>2.30</td>
<td>X 3 =</td>
<td>6.90</td>
</tr>
</tbody>
</table>
2.14.4 Pass/Fail Grading

The Law School has a modified form of pass/fail grading. Under this system the grade of "Pass" indicates that a student receiving it has performed at a level equivalent to a C or higher on an A-F scale. Thus, in effect, the system is a Pass/C-/D+/D-/D/Fail grading scale. A grade of C or better is recorded as a grade of "Pass" and is not used in the computation of the student's grade point average. A grade of C- or lower is used in the computation. Student transcripts contain the legend that any course in which a grade of "Pass" was awarded did not enter into the computation of the student's grade point average, class rank, and eligibility for honors.

All Juris Doctor students must complete at least 74 of the required 86 semester hours of course credit for graduation graded on the traditional A-F scale. Thus, twelve semester hours of non-required courses taken at the Law School may be taken under the pass/fail grading option for students graduating with exactly 86 credits. However, students must complete a minimum of two graded courses per semester.

All required courses taken at the Law School must be taken on the A-F basis. Pass/fail credits for individual field placements, field placement clinics, Teaching Assistantships, Moot Court Competition, Mock Trial Competition, and Legal Editorship credits are included in the number of pass/fail credits allowed. Courses that appear on the transcript with a grade of T (Transfer), if taken for a letter grade at the other institution, are not counted as pass/fail credits. This includes dual degree, certificate and study abroad course work.

Pass grades received as a result of course work completed outside the Law School are not included in the number of hours of pass/fail which are allowed. This assumes that the work successfully completed outside the school of law was taken on a graded basis (A-F).

Each faculty member reserves the option to deny students the right to take his/her classes under the pass/fail option or to limit by any reasonable method the percentage of students taking any course on a pass/fail basis.

During the fifth and sixth weeks of each semester, during the second week of classes in the June/July Term and by the 3rd class meeting of Winter Term courses, students must make a decision as to whether or not they are taking any course so available on a pass/fail basis. Once chosen, or once the pass/fail registration period has completed, students may not modify their pass/fail selection.

2.14.5 Due Dates for Grade Submission

The deadlines for submitting grades to the Registrar's Office are as follows:

(a) Fall Semester:
   a. 1L Day Division Grades: January 10th
   b. All other Grades: January 24th
(b) Spring Semester: June 12th
(c) January Interterm: February 19th
(d) June Term/July Term: 4 Weeks after the last day of exams
(e) Winter Term: 4 Weeks after the last day of exams
It shall be the policy of the Registrar’s office to enter a student’s grade within 24 hours of receipt of the grade unless instructed otherwise by the instructor.

2.14.6 Blind Grading Processing

Exam grading is done on a modified blind basis. The Registrar’s Office provides members of the faculty with an initial grade roster sheet that does not reveal either the name or the grading basis of a particular student (all students are listed as GRADED, though some may be taking the course P/NP). Faculty members provide a letter grade for each exam on that initial grade roster. Upon the faculty member’s submission of the initial roster, the Registrar’s Office then provides the faculty member with the list of student names that correspond to exam numbers, as well as a list of those students taking the course on a P/NP basis. The faculty member is then free to make adjustments to student grades, taking into account class performance of individual students and the fact that all grades of "P" count as a "B" for purposes of the B median. The Registrar’s Office will then post the final grades for student view. In cases where the entire class is being graded on a P/NP basis, then the initial grade roster will list the student names.

2.14.7 Grade Changes

Grade changes are rare and may only be done in cases of calculation error by the instructor. Students who wish to request a grade change should first submit a request to the instructor to review the graded material (exam, paper, etc). Students may further discuss the matter with the Associate Dean for Academic Affairs.

2.14.8 Grade Distribution Requirements

A median grade of B is required in the following courses:
(a) all required courses
(b) all courses with 19 or more Juris Doctor students
(c) In all these courses, at least half the students will receive a grade of B or higher and at least half will receive a grade of B or lower. In determining the median, a grade of pass will be considered a B.
(d) When a faculty member is required to post grades before all students in a class have taken the examination, and under other similar circumstances, the B median requirement is understood to except grades that should be posted late and cannot reasonably be taken into account in calculating the median for a class.
(e) In courses with a B Median, there is an additional, suggested distribution of grades. To follow is at the discretion of the faculty member.
- A (» 10%)
- A- (» 15%)
- B+ (» 25%)
- B (» 35%)
- B- (» 15%)
- C+ and Below (Discretionary)

2.14.9 Release of Grades

Students may access their grades and transcripts via the Peoplesoft Student Administration system. Grade summaries for each course by section are compiled by the Registrar’s Office at the end of each term. These

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16 When calculating the number of students in the course for the purposes of determining the applicability of the B Median requirement, only UConn J.D. degree-seeking students are counted though once it is determined the course is subject to the requirement, all student grades in the course must conform with the requirement.
summaries are available to assist the faculty in normalization of grades and to disclose to students the distribution of grades in each course. It shall be the policy of the Registrar’s Office to enter a student’s grade within 24 hours of receipt of the grade unless instructed otherwise by the instructor; the latest release date being no later than the grade due date for the term.

2.14.10 Written Work of High Excellence

Papers of high excellence submitted in satisfaction of the requirements of any course or seminar or independent study project, with the permission of the student, upon approval by the dean, are deposited in the Law Library. Such papers may be approved by the dean for deposit in the Law Library as an "Honor Paper" upon certification by the faculty member grading it that the paper both is of high excellence and makes a substantial contribution to its field which will be of value to others thereafter working in the field and also is free from serious defects of organization and workmanship and appropriate to serve as a model for students writing similar papers in the future.

Papers approved by the dean for deposit in the Law Library are bound, indexed, and shelved as a special reference collection. The students who have written them are so informed and the fact is recorded in their file. Subject to the right of the Law Library to make the manuscript available to readers and to make single photocopies, the literary rights of the manuscript are reserved to the author, who is free to publish the manuscript and to take steps to secure a statutory copyright thereon.

2.15 Ranking/Degree Honors/Degree Conferral and Commencement

2.15.1 Class Rank

Students are ranked at the end of each Spring Semester, except for those students for whom June Term work is mandatory. This includes July Graduates and 1L students in the Four Year Day and Evening Divisions.

Students in the top quintile are ranked numerically by cumulative grade point average. All other students are ranked by quintiles only. Grades or grade corrections received after the completion of ranking (June 15th for those students ranked after Spring Semester, July 30th for those ranked after June Term) will not change the student’s class rank for the year.

Mid Year Graduation: Students who graduate January are not ranked at that time. While their studies have been completed, so as to be able to provide a rank that comprises the entire graduating class, January graduate’s transcripts are updated at the end of the June Term to reflect their final rank.

2.15.2 Degree Honors

Honors will be granted to graduating students using the percentage system as follows. If necessary, the percentages will be rounded as follows:. .5% will be rounded up and .49% will be rounded down

- Highest Honors: Top 1% of the graduating class
- High Honors: Next 5% of the graduating class
- Honors: Next 24% of the graduating class

For purposes of determining honors, all graduating students (both from the Day and the Evening Division) are considered as one group, despite the fact that the three-year Day Division and the four-year Day and Evening Divisions are ranked separately.
2.15.3 Degree Conferral and Commencement

The Law School confers degrees three times during the year. The conferral dates are January 31, July 10, and Commencement Day in May. There is only one commencement ceremony each year, and all students planning to graduate in a given year are encouraged to participate in the ceremony.

All course work must be completed before the conferral date. Any student who does not complete the coursework by the conferral date must wait until the next conferral date for the award of the degree. No exceptions will be considered.

Diplomas are mailed to graduates at the end of the summer.
3 REGISTRATION AND COURSE SELECTION

3.1 General Information

Registration is conducted in accordance with the Law School calendar. Generally, a registration is held in October for the upcoming Spring semester, in April for the upcoming Fall semester, in March for the June/July Term, and in November for the Winter Term. Priority appointment times are set up during registration. After this priority registration, students may continue to add/drop courses until the next semester. No student is allowed to register for any semester more than one week after that semester has begun. Registration may be blocked until all appropriate forms have been submitted to the Registrar's Office, all fines and indebtedness to the University (and the UConn Co-operative Bookstore) have been liquidated, and all tuition and fees for the coming semester have been paid in full.

For Fall/Spring Terms: Registration is done on line via the student administration system. For Winter/Summer Terms, a Law School web-based forms is used.

3.2 Course Requisites

Some courses have designated pre- or co-requisites. A prerequisite is a course that must be successfully completed before a second course may be taken. A corequisite may be taken prior to, or concurrently with, the course for which it is required. For year-long courses and clinics, any pre/corequisite must be completed by the end of the first semester. When registering for a course with a prerequisite, students must actively ensure that they satisfy the requirement prior to commencement of the course. The electronic registration system will not register students automatically in pre/corequisite courses. The system will lock them out of courses for which a prerequisite has not been satisfied. Students who fail to satisfy a prerequisite or pre/corequisite for a course will be required to drop that course.

Any prerequisite or pre/corequisite may be waived with permission of the instructor.

3.3 Enrollment and Waitlists

3.3.1 Waitlists

Students must pay attention to the message received when enrolling in classes. The message that says: "Success/Messages" generally means the student has been added to a course waiting list and not actually enrolled on the course. Waitlists will be updated as time permits during the week of enrollment appointments, but most certainly immediately after that week. As space becomes available, students are automatically enrolled from the waiting list into the course. This is not accompanied by notification from the Registrar's office including when the addition of the course creates a scheduling difficulty (i.e. time conflict, overload). Students are strongly encouraged to check their schedule of classes frequently to verify their course enrollment status. Students should remove his/her self from a waiting list if interest in the course no longer remains.

3.3.2 Registration Priority System

Students select courses according to a modified version of year/division priority. To allow all students an opportunity to select desired courses, students are assigned multiple enrollment appointments (these are times in which a
student may access the student administration system to select courses) with course limitations in each appointment. Within each appointment time, priority is on a first come/first served basis. After this five-day registration priority period, enrollment is open. Students may add and drop courses at any time through the first week of classes the following semester. 1L students may not make any changes to their schedules once their courses are initially chosen. During the priority and open registration periods, a waiting list is maintained for all courses that reach their enrollment limit.

To give priority to evening students for evening courses, a certain number of seats have been set aside during the priority registration period for evening students in evening courses. For each elective courses taught in both the evening division and the day division in an academic year, 50% of the places in the evening division course are allocated to evening division students who have the same registration priority as competing day division students. For each elective courses taught in the evening division but not in the day division in that academic year, 25% of the places are allocated to evening division students who have the same registration priority as competing day division students. Day division students who have the same registration priority may register for places allocated to evening division students but not claimed by an evening division student.

To permit students to enroll in courses of greater than 3 credits during the 1st appointment time, the credit loads of some courses have been temporarily lowered. For example, Law and Forensic Science is a 4 credit course, but is temporarily scheduled for 3 credits to permit priority registration.
4 ALTERNATIVES TO LECTURE COURSES AND SEMINARS

4.1 Clinics and Field Placement Courses

4.1.1 General Information

Clinics and field placement courses are experiential learning practicums in which students represent actual clients and/or engage in other lawyering tasks under supervision. Clinics and field placement courses integrate doctrine, theory, skills, and legal ethics; develop the concepts underlying the professional skills being taught; provide multiple opportunities for performance; and provide opportunities for self-evaluation. In clinics, students are supervised by a faculty member, who provides feedback on their lawyering performance. All clinics also include a seminar component. In field placement courses, students are supervised by, and receive feedback on their lawyering performance from, a site supervisor who typically is not a faculty member. All field placement courses either include a seminar component or provide students with a means of ongoing, contemporaneous, faculty-guided reflection through interaction with a faculty supervisor. All clinics and field placement courses satisfy the Practice-Based Learning Requirement, with the exception of individual field placements, which must be taken concurrently with the Individual Field Placement Seminar in order to satisfy the requirement.

4.1.2 Restriction on Simultaneous Enrollment

No student may be simultaneously enrolled in more than one clinic or field placement course, with the exception of an individual field placement, during any academic term. A student may participate in an individual field placement while simultaneously enrolled in a clinic or other field placement course, with the permission of the clinic or field placement course instructor, the individual field placement supervisor, and the Field Placement Program Director. A student may participate in Advanced Fieldwork in one clinic or field placement course, while simultaneously enrolled in another clinic or field placement course, with the permission of both instructors.

4.2 Individual Field Placements

4.2.1 General Information

Individual field placements are semester-long student placements with organizations or individuals outside the Law School. In these placements, the first level of student supervision is conducted at the placement by an individual designated as the placement supervisor. In addition to the direct student supervision by the placement supervisor, each student is under the supervision and sponsorship of a member of the full-time faculty (the faculty supervisor). The faculty supervisor is responsible for ensuring that the individual placement provides educational work assignments including significant writing and appropriate evaluation of student performance during the semester for which the student receives credit. The faculty supervisor makes initial arrangements establishing the placement, specifying the one or more specific projects and any other work to be done by the extern, the placement supervisor and supervision to be given, and other aspects of the placement. The faculty supervisor communicates regularly with the placement supervisor to provide continuing supervision. The faculty supervisor meets periodically with the student extern to discuss his/her work and to review the student’s work product.

4.2.2 Requirements

4.2.2.1 Journal/Log
Each student extern is required to keep a journal or log of his/her work at the placement and the faculty supervisor reviews this periodically.

4.2.2 Credit/Hours

Individual field placements may be for either two, three or four credits, as determined by the supervising faculty member at the beginning of the placement. A minimum of 56 hours of work by the extern is required for each credit allocated. In addition, per week, students should work a minimum of four hours per credit allocated.

Students may enroll for up to three credits of individual field placement in a fall/spring semester, up to four credits over the summer, and up to 1 credit during the winter term. No student may enroll in more than eight credits total of individual field placements and SRPs combined over the course of their studies. SRPs and individual field placement credits are combined when determining compliance with the total credit limit. The per semester limit does not aggregate the two.

4.2.3 Restriction on Simultaneous Enrollment

No student may be simultaneously enrolled in more than one clinic or field placement course, with the exception of an individual field placement, during any academic term. A student may participate in an individual field placement while simultaneously enrolled in a clinic or other field placement course, with the permission of the clinic or field placement course instructor, the individual field placement supervisor, and the Field Placement Program Director. A student may participate in Advanced Fieldwork in one clinic or field placement course, while simultaneously enrolled in another clinic or field placement course, with the permission of both instructors.

4.2.4 Grading:

All individual field placement credits are graded pass/fail.

4.2.5 Dual Clinic/Field Placement Enrollment

A student may participate in an individual field placement while enrolled in a clinic or other field placement course with the permission of the clinic or field placement course instructor, the individual field placement supervisor, and the Field Placement Program Director.

4.2.6 Application Deadlines

Deadlines have been established for submission of the individual field placement application and are noted on the academic calendar. All applications are due by the end of the first week of the regular fall/spring term. Applications are due by the 2nd day of class in summer term.
4.2.7 Monetary Compensation

A student may not receive monetary compensation for participation in an individual field placement other than the reimbursement of reasonable out-of-pocket expenses related to the placement.

4.2.8 International Student Requirements

Please note that there are additional requirements for students on F-1 visas seeking an individual field placement. Students are urged to contact the International Student and Scholar Services Office at the main campus and the Coordinator of the Individual Field Placement Program at the Law School for more information.

4.3 Semester in D.C.

4.3.1 General Information

The Semester in DC Program offers students a unique opportunity to expand their horizons, gain valuable contacts and legal experience, build their resumes, and learn how our federal government works, by working in a congressional office, federal agency or non-profit organizations in Washington, DC - while getting a full semester's academic credit along the way.

4.3.2 Eligibility and Application

Students who have completed their 1L curriculum courses are eligible to apply for the Semester in D.C. program.

4.3.3 Requirements

- Completion of a supervised field placement of 30-35 hours a week at a participating federal agency, congressional office, or non-governmental organization (NGO), credits vary between 7-9 credits.
- Completion of two evening seminars, total of 5 credits.

4.4 Faculty Directed Reading Seminar

4.4.1 General Information

The Faculty Directed Reading Seminar is a one-credit seminar that allows students to participate in a reading group led by a full time faculty member. A minimum of three students and a maximum of eight students is allowed. The seminar may be on any subject of mutual interest to the faculty member and students. Students may initiate a reading seminar by approaching a faculty member or a faculty member may initiate a reading seminar by approaching a group of students. In addition, faculty members may offer the reading seminar as a class in which students register during the normal registration process. Reading seminars may be co-taught by two faculty members and enrollment may correspondingly be increased to twelve students. The reading list will be drawn up by the faculty member in consultation with students if desired.
4.4.2 Enrollment/Scheduling

Students may enroll in multiple reading seminars, but only one per term. The reading seminar will meet for at least one hour per week, and can be scheduled in the alternative to meet on an every other week basis for two hour sessions.

4.4.3 Requirements

- Students will be expected to do reading for the seminar which equals one substantial law review article every week, or a book every other week.
- The course requirements include the equivalent of one ten-page reflection paper.

4.4.4 Grading

The Faculty Directed Reading Seminar is only available on a pass/fail basis.

4.5 Law Review/Law Journal Membership

4.5.1 General Information

Students who have been granted membership to one of the four law school legal publications may receive academic credit for their work. Students must consult the by-laws of each separate publication for the requirements for these credits.

4.5.2 Credits/Grading

Students may allocate their law review/law journal credits to any semester subject to the approval of the editor in chief and the journal/law review advisor provided they are not allocated before any work has begun.

The maximum number of credits that can be awarded is 2.

Law Review/Law Journal credits are on a pass/fail basis.

4.5.3 Satisfaction of the Upper-Class Writing Requirement

Work undertaken for a legal publication may be used to satisfy the upper-class writing requirement. The work must go through multiple drafts, be of high quality and approved by a faculty member as meeting this requirement.

Work for a journal does not automatically satisfy the upper-class writing requirement. Many students wishing to receive upper-class writing requirement credit for their journal work will do so by completing a special research project based on their journal research.

4.5.4 Law Review/Journal and Special Research Projects
No more than two credits may be awarded for a Special Research Project based on research and writing that is substantially similar to research and writing performed for law review/journal credit in satisfaction of membership requirements.

Special Research Project credits may be awarded as follows:

(a) If the student registers for the Special Research Project prior to submitting the writing for journal credit and is working on the journal writing requirement under the supervision of a faculty member with the goal of publishing the paper, the student may receive up to two SRP credits for papers of 7500 words or longer.

(b) If the student registers for the Special Research Project after submitting the writing for journal credit, for each SRP credit earned, there must be at least 2500 words of new and high quality written material.

4.5.5 Additional limitations to Journal/Law Review work products:

A paper, or substantial portions of a paper, first written in satisfaction of a membership requirement of a student journal may not subsequently be submitted for academic credit in a course or for a Special Research Project except as provided above.

A paper, or substantial portions of a paper, written for academic credit in a course may not be used for journal credit in satisfaction of a membership requirement of a student journal.

4.5.6 Tuition and Fees

All legal editorship credits are subject to standard tuition and fees.

4.6 Mock Trial and Moot Court Competitions, Interscholastic

4.6.1 Credits Permitted

A student who participates in an interscholastic mock trial competition, or an interscholastic moot court competition that requires submission of a brief, is eligible to earn up to 2 pass/fail credits.

4.6.2 Credit Requirements

- The competition must be approved in advance of the student's participation by the Associate Dean for Academic Affairs or the Associate Dean for Clinical and Experiential Education.
- A faculty member, or a lawyer approved by one of the Associate Deans, must serve as competition advisor.
- For moot court competitions, the student seeking credit must author or co-author a substantial portion of the brief.
- For all competitions, the advisor must observe at least one pre-competition moot court argument or mock trial, as appropriate;
- The student seeking credit must provide the advisor with a written evaluation and self-critique reflecting on his or her competition experience, on a form approved by the Associate Dean for Academic affairs or the Associate Dean for Clinical and Experiential Learning, and meet with the advisor to discuss that evaluation; and
- The advisor must confirm satisfactory completion of all requirements.
4.6.3 Limitation on Credits for Competition-Based Co-curricular Activities

Students may count toward graduation no more than 2 credits for competing in interscholastic moot court competitions and no more than 2 credits for competing in interscholastic mock trial competitions, for a total of no more than 4 credits for competition-based co-curricular activities.

4.7 Special Research Projects (SRP's)

4.7.1 General Information

A special research project involves in-depth research, investigation and discussion of specific problems in the law. A project may be undertaken with any member of the full-time faculty after the student's second semester of study. The Associate Dean for Academic Affairs may approve supervision by an adjunct faculty member. Prior approval of the faculty member and the Associate Dean for Academic Affairs are to be obtained on a form supplied by the Registrar’s Office.

4.7.2 Application Deadlines/Completion Dates (Add/Drop)/Extensions

A student should submit the Special Research Project Application, complete with all of the necessary signatures, to the Registrar’s Office. SRP's may be added no later than the end of the second week of the fall/spring semester and no later than the second class day of the June/July or Winter Term.

If the SRP extends over more than one semester or summer, the completed Special Research Project Application should be submitted to the Registrar's Office no later than the deadline for the first semester in which the student expects to receive credit for the project.

For SRP enrollment in the Winter Term, the start and completion date of the research must be within the dates of the Winter Term.

An SRP may be dropped at any time during the semester and may be taken on a pass/fail basis except it is being utilized to fulfill the upper-class writing requirement.

The supervisor for a special research project, in consultation with the student sets a stated deadline for the handing in of papers. Prior to the stated deadline, for good cause, the instructor may grant a single extension of time for handing in the paper.

Prior to the deadline as extended by the instructor, a student may make application to the Associate Dean for Academic Affairs for a further extension upon showing that unavoidable circumstances makes completion of the work by the deadline impossible. The Associate Dean for Academic Affairs may set an extended deadline after consultation with the instructor, but no extension can be granted which is later than the student's anticipated date of graduation. (The graduation dates are: January 31, Commencement Day in May and July 10. There are no additional graduation dates.)

Failure to submit a paper by the appropriate deadline results in a failing grade for the paper, unless the Associate Dean for Academic Affairs finds that grave cause prevented the timely submission of the paper. No such cause is considered sufficient if it could have been the subject of an application for extension as described above. Where failure to submit a paper is excused as above, the associate dean for academic affairs, in consultation with the instructor, sets a further extended deadline.
Notwithstanding the above rules, if a student scheduled for graduation at the close of the semester would have sufficient credits for graduation without the special research project credits, the instructor or the associate dean for academic affairs may direct that the student be withdrawn from special research project.

4.7.3 Academic Credit

SRP credits that are scheduled to conclude during a future semester from that in which the student is enrolled will be reflected as attempted credits, not completed credits when determining compliance with the pace of study requirement.

A student may enroll for up to three credits of special research in a fall/spring semester, up to four credits over the summer, and up to 1 credit during the winter term.

No student may enroll in greater than a maximum of eight credits during the length of their studies. SRPs and individual field placement credits are combined when determining compliance with the total credit limit. The per-semester limit does not aggregate the two.

- Possible exception to the 8 credit rule: With the approval of the Director of International Exchange Programs and the Associate Dean for Academic Affairs, this 8 credit maximum may be increase to no more than 12 for a student who has received approval to study abroad and who is authorized to complete a special research project to compensate for credits missed as a result of foreign study.

No more than two credits may be awarded for a Special Research Project based on research and writing that is substantially similar to research and writing performed for law review/journal credit in satisfaction of membership requirements.17

Subject to the above limitations, the number of credits for which an SRP is undertaken may be increased or decreased at any time by the faculty member.

The length of an SRP may extend, at the faculty member's discretion, over a period of more than twelve months.

In cases where an SRP extends beyond one semester, residence and/or academic credit are to be assigned to one or more semesters at the faculty member’s discretion, after completion, based upon his/her judgment as to a suitable proration of student time spent thereon. In no event may academic and/or residence credit for an SRP be assigned to a semester prior to time of initial registration for the SRP nor may credit be assigned for anything less than completion of an SRP.

4.7.4 Extra Copy

It is the responsibility of the student to have available an extra copy of his/her paper for use in grading should it become necessary. In the event the original paper was submitted but lost and the student does not have an extra copy, the student has the option of submitting another paper within a reasonable time or receiving no credit for the work.

4.7.5 Grading

SRPs may be taken on a pass/fail or graded basis. SRPs taken in satisfaction of the upper-class writing requirement must be taken on graded basis.

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4.8 Teaching Assistantships

Students may serve as teaching assistants for first-year and upper-level courses. Requirements, credits and billing will differ for TA positions for the three 1L Legal Practice courses.

4.8.1 Teaching Assistantships for All Courses (With the Exception of Legal Practice)

Teaching Assistants must successfully have completed the course for which they are applying (though not necessarily with the same professor) and must receive written permission of the professor whom they would assist.

Teaching Assistants are required to attend classes and complete all reading assignments.

Teaching Assistants will (1) undertake at least two meaningful teaching experiences (e.g., conducting review sessions, classroom exercises or other form of direct instruction), (2) devote at least 21 hours during the course of the semester to the holding of meetings with individual students taking the course, (3) at least twice during the semester take the lead in drafting educational materials such as exam questions/answers or other supplemental course materials, and (4) attend tutorial sessions with the professor who will provide feedback on the student's work.

Teaching assistants are prohibited from involvement in formulating, drafting, or grading the final exam, or participating in any other way in the grading of students.

Teaching assistants will receive one credit fewer than the students taking the course, to be graded on a pass/fail basis. These credits count against the student's maximum number of ungraded hours during law school. Students must pay for these credits as they do for any others; the Law School cannot and does not waive or reimburse students for these charges.

4.8.2 Teaching Assistantship for Legal Practice Courses

Teaching Assistants must successfully have completed the course they are assisting (though not necessarily with the same professor).

Teaching Assistants will complete all requirements as outlined by the instructor.

Teaching Assistants are prohibited from grading the work of students in the course.

Teaching Assistants will receive both letter and pass/fail grades for their work. 2 credits will be awarded for each Teaching Assistantship position. The pass/fail grading basis credits will count against the student's maximum number of ungraded credits during law school.

While these credits count towards a student's credit load for registration purposes, students are not billed for these credits.

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18 The title of the course “Legal Practice” in place of “Lawyering Process” is a change still pending faculty approval.
5 Academic Misconduct Policy

The University of Connecticut School of Law is a community of adults and professionals committed to the principles of academic integrity and honesty and the highest standards of professional conduct in teaching, learning, research, and service. As an expression of this commitment, the University of Connecticut School of Law has adopted this Policy on academic misconduct. Each student has the right to pursue his or her academic career in an atmosphere of honesty and trust. Acts of academic misconduct destroy that atmosphere and violate that trust.

This Policy applies to all academic activity by students at the University of Connecticut School of Law. Academic activity at the School of Law takes many forms including, but not limited to classroom activity, clinics and field placements, 1L Legal Practice exercises and simulations, moot court and counseling competitions, law reviews, independent research projects, conferences and discussion groups, examinations, and papers.

No student shall engage in any misconduct in any academic activity at the University of Connecticut School of Law. Responsibility for such misconduct is not excused by ignorance of this Policy. It is therefore essential that students be conversant with the provisions of this Policy. A copy of this Policy shall be sent to all matriculating students. Each matriculating student shall sign a statement acknowledging receipt of the Policy, the student’s obligation to become familiar with the provisions of this Policy, and that the student is bound by the provisions of this Policy.

All students and other members of the School of Law community are strongly encouraged to report acts of academic misconduct of which they are aware, for disposition under this policy. The School of Law will use its best efforts to insure that no member of the community suffers as a result of her filing a complaint in good faith.

This Policy applies to every student at the School of Law. "Student" means a person who at the time of the alleged misconduct is enrolled in the School of Law or registered for any academic or scholarly activity at the school. A student is considered enrolled during vacations or holidays until the student has graduated, withdrawn, or been absent from the school for more than two consecutive semesters.

This is the exclusive Policy for matters of academic misconduct at the University of Connecticut School of Law. Matters of a disciplinary nature not involving academic activity are to be addressed by Section III of the University’s "Student Conduct Code."
I. **PROHIBITED ACADEMIC MISCONDUCT**

A. **CHEATING:** Cheating is any conduct in connection with any academic activity done for the purpose of gaining an unfair advantage over another student, or any conduct in connection with any academic activity done under circumstances such that a reasonable law student would know that the conduct was likely to result in unfair advantage. Examples of cheating include the following:
   1. Providing or receiving assistance in a manner prohibited.
   2. Using or providing sources in a manner prohibited.
   3. Writing examination answers substantially after the time students are instructed to stop writing on a take-home examination, or after being specifically instructed to stop writing by a proctor or other person in authority on an examination given in class.
   4. Communicating with any unauthorized person for purposes of violating this provision.
   5. Acquiring, using or providing, without permission, examinations, tests or other academic material.
   6. Acquiring, using, or providing, without permission, role materials relating to simulations that are used in any course.

B. **PLAGIARISM:** No student shall plagiarize the words of others in any paper submitted for credit or for publication. The term "Plagiarize" means using, by paraphrase or direct quotation, any not inessential portion of the written work of another, without full and clear acknowledgment, or using materials prepared by another person who is engaged in the selling or giving of term papers or other academic materials.

C. **MISREPRESENTATION:** No student shall misrepresent her work as another's or another's as hers. Misrepresentation also includes submitting for evaluation or credit any work prepared, used, or submitted in another course or for a law journal, academic competition, clinic, employer, or any other organization, except with prior express permission of the faculty member or other person in authority after full disclosure. Examples of Misrepresentation include the following:
   1. Taking an examination or writing a paper for another student.
   2. Submitting for evaluation an examination or a paper prepared by another individual.

D. **PROHIBITED COLLABORATION:** For an examination, all collaboration or giving or receiving of academic aid while taking the examination is prohibited unless it has been specifically authorized by the faculty member or by another person in authority. Communication about an examination between a person who has already taken that examination and a person who has not yet taken that examination is strictly prohibited.

For all other types of academic activity, faculty members must specify collaboration or any other form of giving or receiving aid that is prohibited. No student shall collaborate with any other student in any academic activity, or otherwise give or receive aid, when
such aid or collaboration has been prohibited or otherwise precluded by the faculty member or other person in authority.

E. IMPEDING THE ACADEMIC WORK OF OTHERS: No student shall steal, destroy, or impede another student's academic work. Impeding another student's work includes the theft, concealment, defacement, or mutilation of common academic resources, or of another student's books, class notes, outlines, study materials or computer.

F. TAMPERING: No student shall tamper with any document or computer file pertaining to academic activity, including student academic records, official transcripts, journals, examination papers, and the like. "Tampering" does not include (a) any conduct authorized by the owner of the file or (b) modification of law journal or moot court documents in the normal course of the editorial or reviewing process.

G. AGREEING, SOLICITING, ATTEMPTING: No student shall assist another with any act of academic misconduct, or solicit another to do such an act, or agree to assist or solicit another to commit such an act.

H. DELIBERATE OBSTRUCTION: No student shall deliberately obstruct an investigation of any act of academic misconduct.

I. NEGLIGENT VIOLATION OF ACADEMIC REGULATIONS: All charges of "academic misconduct" also contain the lesser included offense of "negligent violation of academic regulations." This offense may be found where the violation was unintentional.

J. GENERAL PROVISIONS: No student shall knowingly make a materially false or deceptive statement to a person in authority in connection with an academic activity.

II. PROCEDURES

A. INFORMAL DISCUSSION PRIOR TO FILING COMPLAINT

When a faculty member has a concern about possible misconduct, the faculty member and the student or students involved may informally discuss the matter prior to the filing of a complaint under this Policy, if the student or students and the faculty member elect to do so. Either the student or students or the faculty member may refuse to conduct such discussions, or may choose to terminate ongoing discussions at any time, and no inference shall be drawn from such refusal or termination. Where such discussions are held, the student or students involved and the faculty member may agree on a resolution of the concern on terms satisfactory to them, and such resolution may include providing the student or students the opportunity to do substitute academic work. However, the parties may not agree to sanctions for academic misconduct; all such sanctions must be imposed pursuant to this Policy.

B. COMPLAINT, INVESTIGATION AND PRELIMINARY HEARING

1. Within 30 days of discovering a suspected incident of academic misconduct, any member of the School of Law community may file a written complaint with the Dean alleging a violation of this Policy. Every such complaint must be signed by the party filing it and must contain a statement of the facts and circumstances involved in the alleged violation. The Dean or designee may amend the complaint
to exclude irrelevant material or to include additional substantiation concerning the alleged violation.

2. Upon receipt of the complaint, the Dean or designee shall promptly notify the accused student of the complaint and make such investigation of the charges as deemed necessary to establish whether probable cause exists for the complaint.

3. If the Dean or designee finds, either on the face of the complaint or upon investigation, that the complaint is not supported by probable cause or that it requires no further action for any other reason, the Dean or designee may dismiss the complaint without further proceedings. When a complaint is so dismissed, the Dean or designee shall inform the complaining party and the accused student in writing of the decision and state the reasons therefore. The party filing the complaint may petition the Dean or designee for reconsideration of dismissal of the complaint and may offer additional substantiation of the complaint.

4. If the Dean or designee is satisfied that there is probable cause for the complaint, the Dean or designee shall promptly notify the accused student in writing of the charges and allegations contained in the complaint and of the basis for the finding of probable cause. The Dean or designee shall require the student to appear for a preliminary hearing before the Dean or designee at a time and place set forth in the notice. The date and time for the preliminary hearing shall be not less than 5 nor more than 10 school days after the student is notified of the finding of probable cause and the basis for that finding.

5. If the student fails to appear as directed without reasonable excuse, the Dean may suspend the student from the School of Law until such time as the student appears for a hearing at a time and place established by the Dean or designee. If the student fails within a reasonable time after suspension to request and arrange for such a meeting, or again does not appear for a scheduled meeting, the student shall be subject to expulsion from the School of Law by the Dean.

6. The preliminary hearing will be attended by the accused student, the Dean or designee, and a person designated by the Dean to keep a record of the conversation but not to participate otherwise at this hearing. At the preliminary hearing, the student may make any statement and make an offer of proof, in summary form, of any relevant information the student wishes the Dean or designee to consider. Prior to the conclusion of the hearing, the Dean or designee shall inform the student of the sanctions, if any, which the Dean or designee intends to impose in the event the student admits the violation. If the student admits the violation after learning of the proposed sanctions, the Dean or designee has the authority to impose those sanctions. If the student accepts such sanctions, no further disciplinary action shall be taken. Alternatively, the student may admit the violation, but request that the question of sanction be referred to the Hearing Committee (defined below). In such case, the Dean or designee's proposed sanctions will remain confidential and will not be available for consideration by the Hearing Committee. At the student's request, the Dean or designee may adjourn the preliminary hearing to allow the student time to consider the proposed resolution of the charges.
C. FORMAL HEARING

1. If at the preliminary hearing the accused student denies the violation, or admits the violation but does not agree to the sanctions proposed by the Dean or designee, the Dean or designee shall promptly empanel a Hearing Committee for decision, and forward to the Chairperson thereof a copy of the complaint and the names of all persons having relevant information. The formal hearing shall commence within 20 school days after the conclusion of the preliminary hearing.

2. The Hearing Committee shall be composed of three members:
   a. One member shall be a student at the University of Connecticut School of Law, chosen by the Dean or designee from the officers or elected representatives of the Student Bar Association after consultation with the President of the Student Bar Association, provided that the appointment of the student member under this provision shall not be made by the same designee who conducted the investigation.
   b. Two members shall be full-time faculty of the University of Connecticut School of Law selected by the Dean or designee from among the faculty who are not members of the Faculty Review Board (see Article II-G below). The Chairperson of the Hearing Committee shall be selected by the Dean or designee from the faculty members of the Committee, and shall be a voting member of the Committee. Members of the Hearing Committee may not serve as the Dean’s designee for other purposes in the same case.

3. Hearings shall be conducted by the Hearing Committee according to the following guidelines:
   a. Hearings shall be conducted in private, unless the accused student elects otherwise.
   b. If the complaint involves more than one accused student, the Chairperson may permit the hearings concerning each student to be conducted separately.
   c. The Hearing Committee shall have the power to issue discovery orders and to otherwise compel testimony from all members of the Law School community whenever appropriate to the proceedings. Neither the accused student nor the student’s counsel or other advisor may be compelled to provide evidence or testimony.
   d. The case against the accused student shall be presented by the Dean or designee, who shall represent the School of Law. The Dean may designate the same person who served as the designee during the preliminary hearing, or may designate someone else of appropriate experience from within or outside the law faculty. The Dean or designee who presents the case on behalf of the School of Law shall have the right to call and examine witnesses, to present other evidence, and to cross-examine any witnesses presented by the accused student. The accused student shall be given at least 10 days notice of who will present the case on behalf of the School of Law.
   e. The accused student shall have the right to be represented by counsel or other advisor at the student’s expense, upon notice given at least 10 days prior to the hearing. If the accused student so requests, the School of Law will make best efforts to obtain pro bono counsel for the student for all hearings under this policy. The accused student shall have the right to present a defense, to cross-examine witnesses, and to call and examine witnesses to testify on the student’s behalf. Law School faculty are discouraged from serving as counsel to students accused of violating this Policy.
   f. There shall be a single verbatim record, such as a tape recording, of all hearings before the Hearing Committee. The record shall be the property of University of Connecticut School of Law. Upon request the student may receive a transcript of the hearing for a fee.
4. Evidence:
   a. Any oral or documentary evidence may be received, but the Hearing Committee shall, as a matter of policy, provide for the exclusion of irrelevant, immaterial or unduly repetitious evidence.
   b. The Hearing Committee shall give effect to the rules of privilege recognized by law.
   c. When a hearing will be expedited and the interests of the parties will not be prejudiced substantially, any part of the evidence may be received in written form.
   d. Documentary evidence may be received in the form of copies or excerpts, if the original is not readily available, and upon request, parties conducting the proceeding shall be given an opportunity to compare the copy with the original.
   e. Parties may conduct cross-examinations required for a full and true disclosure of the facts.
   f. Notice may be taken of judicially cognizable facts. Parties shall be notified in a timely manner of any material noticed, and they shall be afforded an opportunity to contest the material so noticed.
   g. Other questions of procedure and evidence will be determined by the Chair of the Committee, consistent with the accused student's right to a fair hearing.

D. DECISION

After the hearing, the Hearing Committee shall determine, by majority vote, made on the basis of clear and convincing evidence, whether the accused student has violated this Policy. This determination shall be made within 5 school days of the completion of the hearing. A final decision can be rendered only by those members who attended the entire hearing and heard all of the evidence. If such violation is found, the Hearing Committee shall have authority to impose sanctions pursuant to paragraph E. The Committee shall deliver its decision in writing to the Dean, who shall deliver a copy to the complainant, the accused student, and counsel, if any, and any faculty member directly involved in the case. Decisions made by the Hearing Committee shall be final, except where an appeal pursuant to Paragraph G is upheld.

E. SANCTIONS

1. The Hearing Committee shall have authority to impose one or more of the following sanctions upon any accused student who has admitted misconduct but not accepted a sanction or who has been found by the Committee to have violated the Policy:
   a. Warning. Written notice to the student that continuing or repeating the conduct found wrongful may be cause for a more severe disciplinary action.
   b. Probation. Written reprimand for violating a specified provision or provisions of the Policy. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student violates the Policy during the probationary period.
   c. Loss of privileges. Denial of specified privileges for a designated period of time.
   d. Suspension. Separation of the student from the School of Law for a definite period of time, after which the student is eligible to apply to the Petitions Committee for readmission. Conditions for readmission may be specified.
   e. Expulsion. Permanent separation of the student from the School of Law.
   f. Any other sanction deemed appropriate by the Committee under the circumstances except sanctions involving the grade in the course or other academic activity involved.

2. Upon a student’s admission of misconduct, or upon a determination of misconduct by the Hearing Committee, the faculty member teaching the course or conducting or supervising the
academic activity involved will determine whether to impose any sanction involving a grade and determine what that sanction may be. Available sanctions include failure in the course or in the particular exercise in which there was misconduct. For serious matters of misconduct, failure in the course or other activity will normally be the sanction imposed. Any sanction involving a grade in the course or other activity may be imposed in addition to sanctions imposed by the Hearing Committee.

Upon dismissal of a complaint following investigation or a finding of no misconduct by the Hearing Committee, the faculty member teaching the course or conducting or supervising the academic activity involved may not impose any grade penalty in the course or activity for academic misconduct. Under these circumstances, either the student or the faculty member will have the option of having the course or activity graded by another faculty member selected by the Dean. In addition, the student may elect to have the course graded pass/fail.

3. For a finding or admission of "negligent violation of academic regulations" the available sanctions shall be the same, except that suspension or expulsion shall not be imposed.

F. STATUS OF ACCUSED; INTERIM SUSPENSION & EJECTION

The status of a student accused of violating this Policy shall not be altered, nor shall the right to attend classes at the School of Law be suspended, until the conclusion of the Hearing and Appeal, except pursuant to Section II of this Policy. In addition, the Dean may temporarily exclude the accused student from classes and other School of Law functions at any time before the conclusion of this procedure for reasons related to the physical or emotional safety and well being of the student or any other member of the School of Law community. Such temporary exclusions shall be for a limited period and shall be explained in writing.

G. APPEAL

1. A decision reached by the Hearing Committee may be appealed by the accused student to the Faculty Review Board within 10 school days of the decision. Such appeal shall be in writing and shall be delivered to the Dean.

2. The Faculty Review Board shall consist of three members of the full-time faculty of the School of Law chosen by the Dean at the beginning of each academic year. Members of the Faculty Review Board may not serve as the Dean’s designee for other purposes under this policy. A member of the Faculty Review Board who is involved in a proceeding under this policy as a complainant or witness will be replaced by the Dean or designee for that proceeding.

3. An appeal shall be limited to review of the verbatim record of the hearing and supporting evidence for one or more of the following purposes:
   a. To determine whether the hearing was conducted fairly and in conformity with procedures prescribed in this Policy, and gave the accused student a reasonable opportunity to prepare and present evidence.
   b. To determine whether the decision reached was based on substantial evidence.
   c. To determine whether the sanctions imposed were appropriate for the violation of the Policy which the accused was found to have committed.

4. If the Review Board upholds the appeal under G.3.a. above, the matter shall be remanded to the Hearing Committee for reconsideration. If the Review Board upholds the appeal on any other grounds, the Board shall determine the matter. The Review Board shall deliver its decision in writing to the Dean, who shall deliver a copy to the complainant, the
accused student, and counsel, if any, and any faculty member directly involved in the case.

5. The decision of the Review Board shall be the final appeal in the matter, except for matters remanded to the Hearing Committee for reconsideration.

H. GENERAL PROVISIONS

1. For purposes of this Policy, a school day is defined as any day on which upperclass day or evening classes are conducted, including the June Term but excluding the first year intersession.

2. For purposes of this Policy the Dean's choice of a designee is not limited to members of the full time faculty. The Dean may choose one designee for one part of the procedure and another designee for another part.

3. The Petitions committee shall have no jurisdiction over any matters covered by this Policy except with respect to application for readmission on suspension.

4. All time limits stated in this Policy are subject to reasonable extension by the Dean or designee for good cause shown, and failure to observe a time limit is not a defect depriving the Hearing Committee or the Faculty Review Board of jurisdiction.

III. RECORDS

A. Upon conclusion of a proceeding under this Policy, all records and files concerning the proceeding shall be delivered to the Dean by the Hearing Committee and the Faculty Review Board and the members thereof, and by any faculty member having such records or files.

B. A written summary of any proceeding against an accused student who has been found guilty of or admitted a violation of this Policy, including the resulting sanction, shall be prepared by the Dean or designee and be noted on the permanent academic record of the accused student. The University of Connecticut School of Law and members of its faculty admitted to the bar are required to comply with the applicable disclosure requirements of Bar Examining Committees on Character and Fitness.

IV. ADOPTION AND AMENDMENT

A. This Policy was adopted by the full-time faculty of University of Connecticut School of Law, and approved by the University Board of Trustees, to be effective August 27, 2002.

B. This Policy may be amended at any time by the full-time Faculty of the University of Connecticut School of Law, with approval of the University Board of Trustees.
6 Appendix A

1L Curriculum Courses

The tables below are for illustrative purposes, included only to indicate the semester in which 1L required courses (and the statutory/regulatory elective) are usually scheduled within each division of study. This schedule may be adjusted.

**For Students Commencing Study Prior to Fall 2017**

<table>
<thead>
<tr>
<th>First Year</th>
<th>Three Year Day Division</th>
<th>Four Year Evening Division</th>
<th>Four Year Day Division</th>
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<tbody>
<tr>
<td>Fall</td>
<td>Civil Procedure</td>
<td>Civil Procedure I</td>
<td>Civil Procedure</td>
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<tr>
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<td>Contracts</td>
<td>Lawyering Process</td>
<td>Contracts</td>
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<tr>
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<td>Lawyering Process</td>
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<td>Lawyering Process</td>
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<td>Contracts I</td>
<td>Torts</td>
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<tr>
<td>Winter</td>
<td>Moot Court</td>
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<tr>
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<tr>
<td></td>
<td>Lawyering Process</td>
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<td>Property</td>
<td>Criminal Law</td>
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<tr>
<td></td>
<td>Stat/Reg</td>
<td>Civil Procedure II</td>
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<tr>
<td>Summer – June Session</td>
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**Second Year**

| Fall       | Property I               | Criminal Law              |
|            | Stat/Reg                 | Stat/Reg                  |
|            | Constitutional Law I     |                           |

**For Students Commencing on/after Fall 2017**

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<td></td>
<td>Contracts</td>
<td>Legal Practice: Research and Writing</td>
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<th>Torts</th>
<th>Contracts I</th>
<th>Torts</th>
<th>Legal Practice: Negotiation</th>
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</thead>
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<td>Legal Practice: Interviewing, Counseling and Advocacy</td>
<td>Constitutional Law</td>
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<tr>
<td></td>
<td>Legal Practice: Interviewing, Counseling and Advocacy</td>
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<td>Criminal Law</td>
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### Second Year

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<th>Criminal Law</th>
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<tr>
<td></td>
<td>Property II</td>
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Appendix B

Statutory/Regulatory Course Electives

The entire list of courses that satisfy the Statutory/Regulatory Course elective are not offered every semester in both divisions.

Administrative Law: 3 Credits
American Indian Law: 3 Credits
Comparative Law: Latin America Law: 3 Credits
Compliance: A Legal Perspective: 3 Credits
Development of the Regulatory State: 3 Credits
Employment Discrimination Law: 3 Credits
Environmental Law: 3 Credits
Federal Income Tax: 3 Credits
Intellectual Property: 3 Credits
International Business Transactions: 3 Credits
International Environmental Law: 3 Credits
International Human Rights: 3 Credits
Labor Law: Organizing and Collective Bargaining: 3 Credits
Law and Institutions of the European Union, An Introduction: 3 Credits
Legislation and Regulation: 3 Credits
Multistate Taxation: 3 Credits
Natural Resources Law: 3 Credits
Principles of Insurance: 3 Credits
Taxation of American Indians: 3 Credits