Academic Regulations Governing the Executive LL.M. in U.S. Law taught in Seoul, South Korea

The academic regulations outlined below have been adopted by the Faculty and should be consulted by LL.M. students in the Executive LL.M. program in planning their legal studies. Students are encouraged to discuss any questions concerning these rules with the Executive LLM program director in Seoul, Director of Graduate and Exchange Programs, and/or the Director of International Programs, as well as Registrar’s Office, the Office of the Associate Dean for Academic Affairs, or the Office of the Assistant Dean for Finance and Administration, as appropriate. For purposes of the rules below, any reference to “the director of the LL.M. program” refers to the Director of International Programs. Some of these rules may be waived in particular circumstances. Students seeking such a waiver should consult, in the first instance, the Executive LLM program director in Seoul, who will refer the question to the Director of International Programs who will consult with the appropriate associate dean or her/his designee. Any student aggrieved by any academic regulation, or an associate dean’s unwillingness to waive it, may request relief from the Petitions Committee. Decisions of the Petitions Committee are final and non-appealable.
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1 ACADEMIC REQUIREMENTS

1.1 Requirements for the Executive LL.M. in U.S. Law

All requirements for the degree are subject to change at any time by the faculty or its designated agent. To the extent any such change contemplates an increase in the number of semester hours required to obtain an Executive LL.M. degree, such change will not apply to candidates enrolled at the time of such change and who remain in continuous attendance thereafter. Students who are not in continuous attendance are subject to the requirements in effect at the time of their reentrance or admission.

1.2 Academic Credit

1.2.1 Minimum Credits

All candidates for the Executive LL.M. degree must successfully complete a minimum of twenty-four (24) credits and pass all required courses set forth in Section 1.5. LL.M. students must complete the degree requirements for the program in no more than 36 credits.

1.2.2 Excess credits.

Any student may submit a request to the LL.M. program director for permission to exceed the 36 credit requirement.

1.2.3 Advanced Standing Credits

Students are ordinarily expected to take all credits needed for graduation from UConn School of Law with the following exceptions:

- Students may transfer into the LLM degree up to 12 credits from UConn Law non-degree courses taught through the HUGS program in Seoul, so long as the grades earned are a B or above.
- Students may transfer into the LLM degree up to 6 credits from another institution with the consent of the director of the LL.M. program.
- The maximum number of credits that can be used for advanced standing is 12.

1.3 Duration and Continuation of Study

All LL.M. students should complete all coursework within five years. A student may submit a request for additional time to the director of the LL.M. program.

An LL.M. student who fails to register for a term is administratively withdrawn. Any LL.M. student who fails to register for courses for a period of four consecutive semesters (excluding summer terms) will be required to complete an abbreviated reapplication process.

1.4 Grade Point Average

All candidates for the Executive LL.M. degree must have a cumulative grade point of 2.30 (C+) for all work undertaken at the Law School. In computing the average, no consideration is given to grades received for work completed at UConn Law or other schools, including other law schools, even though transfer credit has been given for such work. Grades received for advanced standing credit will not be included in the cumulative grade point average for the Executive LL.M. degree.
1.5 **Required Courses**

Required courses for LL.M. students enrolled in any Executive LL.M. program who hold a first degree in law from an institution outside of the United States.

- **U.S. Law & Legal Institutions** (2 credits)
  This course focuses on the fundamental doctrinal, methodological and structural characteristics of the United States legal system. The approach will be comparative in nature and deal with selected topics drawn, inter alia, from constitutional law, the law of torts, contracts, civil procedure, and conflicts of law. American legal education, the judicial system, and the legal profession will be discussed as well.

- **U.S. Law & Legal Institutions: Research and Writing** (2 credits)
  This course introduces LL.M. students to the structure and workings of the U.S. legal system and common law analysis and argument. The course provides training in print and electronic legal research and in predictive and persuasive legal writing. In the course, LL.M. students will complete multiple research assignments and multiple writing assignments, requiring them to write arguments and predictive legal memos using cases, statutes and other legal resources.

1.6 **Course of Study**

The scheduling and placement of LL.M. students in required courses is done by the Registrar. LL.M. students must take these required courses at their first offering subsequent to student matriculation.

LL.M. students who fail to successfully complete the required course may re-enroll only one additional time.

1.7 **Certificate Program Requirements**

The Law School has a variety of certificate programs that function as concentrations in particular subject-matter and skill areas. Executive LL.M. Students may be eligible for the Foundational Certificates in U.S. Law.

Application and credit/course requirements vary and interested students could consult the law school website. **Students are not required to pursue a certificate.**

2 **ACADEMIC POLICIES AND PROCEDURES**

2.1 **Academic Standing**

2.1.1 **Grade Point Average**

All LL.M. students whose cumulative grade point average is less than 2.3 will be withdrawn from the program. The first review of the cumulative grade point average will be after completion of 9 credits. Subsequent reviews will be done at the end of each term.

2.2 **Class Attendance and Course Materials**

Regular class attendance is expected under the Standards of the American Bar Association for the Approval of Law Schools. A student who is over thirty minutes late to class is considered absent in terms of attendance. 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.

Students must have access to course materials for the duration of the course including the purchase of text book(s) if required for the course.

2.3 Credit and Grades for Courses Taken at Other Schools Prior to Admission

Subject to the discretion of the director of the LL.M. program, student may be granted advanced standing of up to 6 credits for other prior relevant graduate-level coursework.

2.4 Discontinuing or Postponing Legal Studies

This section pertains to LL.M. students who have begun their studies and then subsequently consider separating from the school of law.

LL.M. students who have begun studies and may be considering separation from the school of law should contact the Director of Graduate and Exchange Programs to discuss the reasons for separation, possible alternatives and other administrative concerns (including, but not limited to: length of study and monetary commitments to the school of law). After having communicated with the Director of Graduate and Exchange Programs, such student may submit the online request. This request is reviewed by the Assistant Dean of Students or her/his designee. LL.M. 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 director of International Programs 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. LL.M. students transferring to another law school would request a withdrawal.

Student email accounts and access to the student administration system is not discontinued.

2.4.1 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 LL.M. students receive neither credit for, nor are charged with, any failure in any courses taken in the semester from which they withdraw. The rules for any refund of program fees or institutional fees differ from those rules regarding course withdrawal and students should review the policies at www.bursar.uconn.edu.

2.4.2 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 LL.M. students receive neither credit for, nor are charged with, any failure in any courses taken in the semester from which they leave. Arrangements for completion of any outstanding work must be completed prior to resumption of studies. 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.
2.5 Resuming Legal Studies

This section pertains to LL.M. students who are returning to the School of Law after an approved leave of absence. LL.M students who were administratively withdrawn from the School of Law should seek the approval of the director of the LL.M. program to continue their studies. Leaves of absence are approved for a specified period of time. Requests to resume legal studies after a leave of absence are reviewed by the Assistant Dean of Students, the LL.M. program director and Director of Graduate and Exchange Programs. LL.M. students seeking to return should complete the online request form.

2.6 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.
2.7 Admissions Opportunities for the Executive LL.M to J.D.
Executive LL.M. students may apply to the J.D. program however, credits earned in this program would not apply to the J.D. and all of the J.D. Admissions criteria would apply.

2.8 Admissions Opportunities for the Executive LL.M. to LL.M.
Subject to the discretion of the director of the LL.M. program, students may be granted advanced standing of up to 12 credits for coursework completed as part of the Executive LL.M. program. Up to 6 credits for relevant graduate-level coursework may also be granted but in no instances may any advanced standing exceed 12 credits.

3 REGISTRATION AND COURSE SELECTION

3.1 Course Selection General Information

Registration is conducted in accordance with the calendar for course offerings in Seoul, Korea. LL.M. students will register through UConn Law prior to the start of any course.

No LL.M. student is allowed to register for any course more than two days 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 have been liquidated, and all tuition and fees for the current semester have been paid in full.
4 GRADES

4.1 Grades and Calculating the Grade Point Average

Courses offered on a graded basis are done so according to the following scale:

<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>

N: No Grade Submitted
I: Incomplete

To determine your 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>Criminal Law</td>
<td>C+</td>
<td>2.30</td>
<td>X 3 =</td>
<td>6.90</td>
</tr>
<tr>
<td>Contracts</td>
<td>A</td>
<td>4.00</td>
<td>X 4 =</td>
<td>16.0</td>
</tr>
<tr>
<td>Constitutional Law</td>
<td>A-</td>
<td>3.70</td>
<td>X 2 =</td>
<td>7.40</td>
</tr>
</tbody>
</table>

\[
\text{49.20 Quality Points Divided by 15 Credits} = 3.28 \text{ GPA}
\]
4.2 Degree Honors

An LL.M. student who earns a grade point average of 3.7 or above is eligible to graduate with Honors.

4.3 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 may 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.

4.4 Due Dates for Grade Submission

The deadlines for submitting grades to the Registrar's Office are four weeks after the course exam or final class meeting.

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.

4.5 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.

4.6 Release of Grades

LL.M. students may access their grades and transcripts via the PeopleSoft Student Administration system.

5 EXAMINATIONS

5.1 Examinations General Information

Examinations will be administered by UConn Law’s institutional partner, Hallym Institute of Graduate Studies (“HUGS”) in accordance with their exam room regulations. Individual exam numbers for students will be submitted to HUGS prior to the examination.

The length of the exam will be limited according to UConn Law regulations. All exams are either proctored or take-home. Proctored exams are limited to three hours in duration, including reading time. Exceptions may be made only for students with documented disabilities that require accommodation (see Additional Time for Disability Accommodations). 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.
5.2 Disability Accommodations

Students with documented disabilities requiring accommodation in connection with exam-taking should request the same during the first week of the course, or as soon as possible thereafter, from UConn Law's institutional partner, HUGS.

5.3 Exam Deviations

A student may apply to HUGS to take an examination at a time other than that for which it is regularly scheduled according to the regulations established by HUGS, typically only when facing an unforeseeable hardship such as a medical problem, a death in the family, unavoidable employment conflict, etc.

Failure to take a regularly scheduled examination or one arranged during a deviated time results in a grade of "F" ("Failure").

5.4 Lost or Misplaced Exams and Exam Retention

5.4.1 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 HUGS to take a make-up examination in order to receive credit for the course.

5.4.2 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, unless such work product is returned to the student.

6 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.

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 materials.
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 insubstantial 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 may 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.
   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.

7 AMENDMENT OR REVISIONS OF THE ACADEMIC REGULATIONS FOR THE EXECUTIVE LL.M. PROGRAMS

The Faculty of the School of Law authorizes the International and Graduate Programs Committee, in consultation with the Educational Policy Committee, to adopt reasonable amendments or revisions to these Regulations as circumstances warrant.

The International and Graduate Programs Committee shall report any such revisions to amendment to the full faculty at the next subsequent faculty meeting.

Notwithstanding this authorization, the Faculty of the School of Law retains full authority to revise, amend, replace or rescind these Regulations.