VALPARAISO UNIVERSITY

LAW

BULLETIN 2016-2017

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MISSION AND HISTORY

Founded in 1879, the Law School embraces law as a calling to leadership and service. Our legal education blends theoretical and practical skills with humanitarian values to ready lawyers for that calling. The Law School is a community of learning, inquiry, and opportunity dedicated to excellence in legal education and invested in the academic and personal success of its students, preparing and empowering them to serve others and fulfill their potential in their chosen careers.

Valparaiso University (VU) is a private university located in Valparaiso, Indiana (55 miles southeast of Chicago, Illinois). VU was founded in 1859 as the Valparaiso Male and Female College and rechartered in 1906 as Valparaiso University. In 1925, VU was purchased by the Lutheran University Association, an Indiana corporation comprised of persons affiliated with the Lutheran Church-Missouri Synod and interested in actively promoting higher education in the Christian context. VU continues to be the largest Lutheran-affiliated educational institution in the U.S. The University holds membership in the North Central Association of Colleges and Schools.

The Valparaiso University Law School (Law School) was founded in 1879 as the Northern Indiana Law School. In 1905 it became part of Valparaiso University. The Law School received its American Bar Association accreditation in 1929 and was admitted into membership in the Association of American Law Schools in 1930. The degree of Juris Doctor, which is granted by the School, is approved by the Board of Regents of the University of the State of New York. The Law School offers the traditional three-year full-time program, an accelerated two-and-a-half year program, and a five-year part-time program toward the Juris Doctor degree, a Master of Laws degree program, and the following dual degree programs; J.D./M.B.A., J.D./M.A., Psychology, and J.D./M.S., Sports Administration.

VALPARAISO UNIVERSITY SCHOOL OF LAW ACADEMIC CALENDAR
2016-2017

Aug. 8-12, Mon.-Fri.		New student orientation/registration confirmation
Aug. 15, Monday	8:00 a.m.	INSTRUCTION BEGINS
Aug. 20, Saturday		2L/3L Comprehensive Student Diagnostic **[MANDATORY]**
Aug. 22, Monday	*5:00 p.m.*	*Deadline—Drop/Add*
Sept. 5, Monday		CLASSES IN SESSION - Labor Day
		Deadline—disability request special accommodations/modifications
Sept. 23-25, Fri.-Sun.		Homecoming
Sept. 30, Friday		1L Exam Procedures Session – Mandatory. First 7 weeks end (midterm)
Oct. 3, Monday		1L READING DAY, Second 7 weeks begin for 2Ls & 3Ls
Oct. 4-7, Tuesday-Friday		1L FINAL EXAMINATIONS BEGIN
Oct. 10, Monday		Second 7 weeks begin for 1Ls
		Deadline for Drop/Add—2 & 3L Second 7 week courses
Oct. 14, Friday	*12:00 p.m.*	*1L Grade Deadline—First Seven Week courses*
	5:00 p.m.	*Deadline—file application for J.D. degree conferred May or Aug. 2017*
	5:00 p.m.	*Deadline—withdraw from full semester course with a grade of W*
Nov. 7, Monday	*5:00 p.m.*	*Deadline—withdraw from Second 7 week courses with a grade of W*
Nov. 18, Friday		INSTRUCTION ENDS FOR 2Ls/3Ls.
	5:00 p.m.	*Deadline—2L & 3Ls to withdraw from VU*
Nov. 19, Saturday		THANKSGIVING RECESS BEGINS
Nov. 27, Sunday		THANKSGIVING RECESS ENDS
Nov. 28, Monday		READING DAY for 2Ls & 3Ls
Nov. 29, Tuesday		FINAL EXAMINATIONS BEGIN FOR 2Ls & 3Ls
Dec. 2, Friday		1L INSTRUCTION ENDS. *Deadline—1Ls to withdraw from VU*
Dec. 5, Monday		READING DAY FOR 1Ls
Dec. 6, Tuesday		FINAL EXAMINATIONS BEGIN FOR 1Ls
Dec. 9, Friday	5:00 p.m.	FINAL EXAMINATIONS END FOR 2Ls & 3Ls
Dec. 11, Sunday	2:30 p.m.	December Commencement—VU Chapel
Dec. 12, Monday	5:00 p.m.	FINAL EXAMINATIONS END FOR 1Ls
Jan. 3, 2017, Tuesday	*12:00 noon*	*Deadline —1L Required Courses and December Grad Fall grades*
Jan. 4, 2017, Wednesday	*12:00 noon*	*Deadline—All other Fall grades*

SPRING SEMESTER 2017

Jan. 3, 2017, Tuesday	*12:00 noon*	*Deadline —1L Required Course and December Grad Fall grades*
Jan. 4, Wednesday	*12:00 noon*	*Deadline—All other Fall grades*
Jan. 9, Monday	8:00 a.m.	INSTRUCTION BEGINS
Jan. 16, Monday	NO CLASSES	Martin Luther King Commemoration
	5:00 p.m.	*Deadline—Drop/Add*
Jan. 21, Saturday		MLK Make-up Day–All Courses
Jan. 30, Monday	*5:00 p.m.*	*Deadline – disability request approval accommodations/modifications*
Feb. 24, Friday		First seven weeks end (midterm)
Feb. 27, Monday		1L READING DAY, Second 7 weeks begin for 2Ls & 3Ls
Feb. 28, Tuesday	8:30 a.m.	1L FINAL EXAMINATIONS BEGIN
Mar. 4, Saturday		1L FINAL EXAMINATIONS END
Mar. 5, Sunday		SPRING RECESS BEGINS
Mar. 6, Monday	*5:00 p.m.*	*Deadline for Drop/Add—Second 7 week courses*
Mar. 13, Wednesday	*5:00 p.m.*	*Deadline—withdraw from full semester course with grade of W*
Mar. 17, Friday	*12:00 noon*	*1L Grade Deadline—First Seven Week courses*
Mar. 19, Sunday		SPRING RECESS ENDS
Mar. 20, Monday		Second 7 weeks begin for 1Ls
Mar. 27, Monday	*5:00 p.m.*	*Deadline—withdraw from Second 7 week courses with a grade of W*
Apr. 13, Thursday	*5:00 p.m.*	*Deadline—file application for J.D. degree conferred in Dec. 2017*
April 14, Friday	NO CLASSES	Good Friday
May 1, Monday		Friday Class Schedule. INSTRUCTION ENDS 2L/3Ls.
	5:00 p.m.	*Deadline—2L & 3Ls to withdraw from VU*
May 2, Tuesday		2L/3L READING DAY
May 3, Wednesday	8:30 a.m.	2L/3L EXAMINATIONS BEGIN
May 8, Monday		1L INSTRUCTION ENDS. *Deadline—1Ls to withdrawal from VU*
May 9, Tuesday		1L READING DAY
May 10, Wednesday		1L FINAL EXAMINATIONS BEGIN
May 13, Saturday	12:00 p.m.	2L/3L EXAMINATIONS END
May 15, Monday		1L FINAL EXAMINATIONS END
May 20, Saturday	10:00 a.m.	Commencement—VU Chapel
May 24, Wednesday	*12:00 noon*	*Deadline—May 2017 graduates* [SUBJECT TO CHANGE]
June 13, Tuesday	*12:00 noon*	*Deadline—All other Spring grades*

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Degree Programs

Juris Doctor Degree (J.D.)

The University offers a three-year full-time program, an accelerated program, and a five-year part-time program leading to the degree of Juris Doctor (J.D.). In no case may a student construct a schedule which permits conferral of the degree prior to five regular full-time semesters plus qualifying summer sessions or eight part-time residency semesters plus two or more summer sessions. The degree is conferred upon recommendation of the faculty of the Law School. All work toward a degree must be completed to the satisfaction of the faculty. In all cases, the student is responsible for meeting the requirements for graduation.

A student who returns to the Law School after an absence of two or more years may no longer be a candidate for a degree on the basis of the Bulletin under which the student first entered the University but must fulfill for graduation all the requirements and provisions of the Bulletin of the year in which the student re-enters the University.

Course Credit and Numerical Grade Requirements

A candidate for graduation must complete, in good faith, 90.0 credit hours; must receive passing grades in all courses required for the degree; must have a cumulative average of at least 2.000 (**Fall 2016 entering class: 2.3**); must fulfill the pro bono requirement; and must attend classes regularly in all courses taken for credit.

Master of Laws Degree (LL.M.)

The Master of Laws (LL.M.) is designed primarily for international students who have a law degree and wish to enhance their understanding of the American legal system. Students in the LL.M. program take classes with students enrolled in the Juris Doctor (J.D.) program, and are encouraged to participate in co-curricular activities with J.D. students.

LL.M. students must complete a minimum of 24 credit hours with a cumulative grade point average of 2.0/4.0 or better (**Fall 2016 entering class: 2.3/4.0**). Students complete the program as a full-time student in 1 to 1 ½ years. International students with an F-1 or J-1 visa must attend the university as full-time students. The minimum full-time course load for LL.M. students is 8 credit hours. The maximum full-time course load for LL.M. students is 12 credit hours.

With the assistance and approval of the program director, students will develop a specific area of study that coincides with their individual needs and interests. Required courses are Law 700 Introduction to American Law and Legal Education, Law 701 LLM Legal Writing and Research, and Law 702 LLM Seminar.

Dual Degree Programs

The Valparaiso University Law School in partnership with the Valparaiso University Graduate School offers its students a unique interdisciplinary educational opportunity through the dual degree program. In addition to learning the concepts and skills needed to succeed as a lawyer, dual degree students have the opportunity to obtain additional knowledge in a chosen field of study at the graduate level.

The dual degree program enables qualified students to earn a law degree (J.D.) and a Master's degree (MBA, MS or MA) in as little as three years while saving over $10,000 compared to earning each degree individually. The savings of time and money is possible by allowing up to six credits to transfer from the J.D. to the master's degree and up to six credits from the master's degree to the J.D. (referred to as "double-counted" credits), effectively reducing the total number of credits required to earn both degrees by twelve. Also, students enrolled in a Premier Dual Degree Program will only pay Law School tuition during the fall and spring semesters for graduate courses while enrolled in law school. Learn more about the Tuition For Dual Degree Students.

In order to become a dual degree student, a student must individually apply to and be accepted by the Law School and the Graduate School. Applications may be submitted simultaneously or a student may apply to the Graduate School while attending Law School. Admission to one degree program does not guarantee admission to the second degree program; all admissions decisions are made independently. Candidates must familiarize themselves with admissions policies and follow all application procedures for each individual school or program.

Finally, credits earned in the graduate program may not be counted toward a student's J.D. degree if they are earned prior to beginning law studies, as required by the ABA. Students that have completed their law degree will be reclassified as a graduate student and will no longer receive financial aid from the Law School.

Premier Dual Degree Programs Offered

Once admitted to both the Valparaiso University Law School and the Graduate school, students may enroll in one of the following Premier Dual Degree Programs that seek to integrate the study of law with a master's degree in the following areas:

- Law and Business Administration (J.D./MBA)
- Law and Sports Administration (J.D./MS)
- Law and Psychology (J.D./MA in Psychology or Clinical Mental Health Counseling)

Students that enroll in a Premier Dual Degree Program and meet the requirements of the Law School and the Graduate School will receive tuition and transfer credit benefits while pursuing both degrees, as described below.

Individualized Dual Degree Programs Offered
Students interested in combining a law degree with a master's degree in a field other than one of the Law School's Premier Dual Degree Programs can complete the J.D. program concurrently with another graduate degree program by creating an individualized program. In the past, students have earned the following dual degrees:

- J.D./MS in International Commerce and Policy
- J.D./MA in Chinese Studies
- J.D./MA in Liberal Studies, Theology

Students should work with their Dual Degree Advisors at the Law and Graduate Schools to develop an Individualized Dual Degree Program. The transfer courses within the Individualized Dual Degree Program must be approved by the Associate Dean of Academic Affairs at the Law School and the Dean of the Graduate School if not listed as a pre-approved transfer course within the Law School Bulletin and Graduate School Catalog prior to receiving transfer credit. Students enrolled in an Individualized Dual Degree Program do not receive the tuition benefits of students enrolled in a Premier Dual Degree Program. Therefore, Individualized Dual Degree Program students will pay tuition to the Graduate School for each graduate course they take, including those taken during the fall and spring semesters while attending Law School.

Tuition Benefits for Dual Degree Students in a Premier Dual Degree Program
In order for law students enrolled in a Premier Dual Degree Program to receive the financial benefits of that program, they must be enrolled as a **full time law student** throughout the J.D. program. Full time enrollment is based on a **minimum of 12 law credits per semester**. Law credits earned during the summer do not count toward the semester minimum. If students enrolled in a Premier Dual Degree Program meet this requirement, then they will only pay Law School tuition during the fall and spring semesters for Law School and Graduate School courses while enrolled as a full time law student. Beginning with the Class of 2016 at the Law School, students enrolled in a Premier Dual Degree program will receive the tuition benefit for up to 6 credits of courses taken outside the Law School during the fall or spring semester. If students take more than 6 credits outside the Law School, they will pay the per credit tuition rate for each credit above 6, even while enrolled in the Law School

Rules and Requirements for all Dual Degree Students in Premier and Individualized Programs
The following rules and requirements apply to all Dual Degree students:

- Dual degree students may not take graduate courses during their 1L fall and spring semesters.
- Beginning with the Class of 2016 at the Law School, all Dual Degree students who take more than 6 credits outside the law school during the fall or spring semester will pay the per credit tuition rate for each credit above 6, while enrolled in the Law School.
- Dual degree students may take no more than 18 credits per semester without approval from the Associate Dean of Academic Affairs at the Law School.
- A dual degree student may not take more than 20% of the total required credits for graduation from the Law School during any semester while enrolled in Law School per ABA standard 304(e). At this time, this means that a student may not enroll in more than 18 credits that will be counted for graduation from the Law School in any semester. The 18 credit limit applies to credits that are taken solely for Law School graduation credit and credits from courses that will be counted for graduation at both the Law School and the Graduate School (referred to as "double-counted" credits). Upon approval from the Associate Dean of Academic Affairs at the Law School, a student may take credits exceeding 18 in a semester if the credits in excess of 18 will only be counted toward graduation from the Graduate School.
- A dual degree student may double-count up to 6 Graduate School credits in approved courses toward completion of the Juris Doctor degree at the Law School. At this time, the Graduate School will double-count up to 6 Law School credits in approved courses toward completion of the Master's Degree program at the Graduate School. Thus, Dual Degree students are given a benefit of up to 12 double-counted credits which allows Dual Degree students the potential to graduate from both programs in less time than it would normally take to complete each degree separately.
- Any Graduate School courses completed during the summer or after graduation from the Law School are charged the per credit rate and paid to the Graduate School.
- Students must achieve Satisfactory Academic Progress (SAP) as defined by each degree program to receive the financial and transfer credit benefits as a dual degree student. Individual program requirements may be found in the Law School Bulletin or Graduate School Catalog.

General Rules for all Law Students taking courses for credit at the Graduate School

- Law Students who are not enrolled in the dual degree program may take up to six credits from the Graduate School at no additional charge while enrolled at the Law School; however, those credits may not be applied to the dual degree program if taken prior to being admitted into the Graduate School.
- All law students registered for a course at the Graduate School, whether or not it is part of a dual degree program, must submit a Graduate Study Declaration Form to the Law School Registrar each semester. This ensures that law students are billed appropriately for any graduate coursework outside of the Law School.

For more information about tuition or financial aid, please visit the Law School Financial Aid website.

Dual Degree Application Process
Students must apply separately and be accepted to both the Valparaiso University Law School and the Valparaiso University Graduate School to become a dual degree student. Admission decisions are independent and a student could be admitted to one program and not the other. Once admitted to the Graduate School, a student must complete the Graduate Intention to Enroll form, indicating the anticipated start date of the master's program. The start date may be deferred depending on the date of admission.

All law students registered for a course at the Graduate School, whether or not it is part of a dual degree program, must submit a Graduate Study Declaration Form to the Law School Registrar each semester. This ensures that law students are billed appropriately for any graduate coursework outside of the Law School.

Dual Degree Plan of Study
Per the ABA, credits earned in another graduate program may not be counted toward a student's J.D. degree if they are earned prior to registering at the law school. Also, law students may not take any graduate courses during the fall or spring semester of their first year of law school. To develop a plan of study that meets these requirements in addition to the degree requirements for each program, it is important for dual degree students to meet with their advisors at both the Law School and the Graduate School prior to registering for classes.

It is possible to complete a dual law and master's degree in three years depending on the number of required credits for the master's program, but it does require careful planning and completing coursework during the summer sessions. Typically, dual degree students will complete both their law and master's degree in 3-1/2 years.

Technical Standards for Law School Admissions

A candidate for the J.D. degree must have abilities and skills in five categories: intellectual, communication, behavioral and social, physical, and time management. The Valparaiso University Law School is committed to enabling its qualified students by any reasonable means or accommodations to complete the course of study leading to the law degree.

I. Intellectual-Conceptual and Integrative Skills: The candidate must be able to solve complex problems, perform legal analysis and reasoning, and perform legal research.
II. Communication Skills: A candidate must be able to communicate effectively. A candidate must be able to communicate candidly and civilly with others. A candidate must be able to memorialize and organize information in an accessible form.
III. Behavioral and Social Attributes: A candidate must possess the emotional health required for substantial utilization of his or her abilities and possess the interpersonal skills to work with others.
IV. Physical Abilities: A candidate must be able to have reasonably regular and punctual class attendance.
V. Time Management: A candidate must be able to meet time deadlines as established.

Questions concerning the Valparaiso University Law School technical standards should be discussed with the Director of Disability Support Services (DSS), Zebediah Hall, prior to matriculation into the Law School.

Essential Eligibility Requirements for the Practice of Law

Valparaiso University Law School strives to provide a legal education which enables its students to be productive attorneys and members of the bar. The following "Essential Eligibility Requirements for the Practice of Law" serve as additional requirements adopted by the American Bar Association, which may be expected of the students as they sit for the Bar Examination and enter the practice of law. Prospective students should assess, prior to beginning law school, that they will be able to meet these requirements should practicing law be their intention.

(1) The ability to reason, recall complex factual information and integrate that information with complex legal theories; (2) The ability to communicate with clients, lawyers, courts, and others with a high degree of organization and clarity; (3) The ability to use good judgment on behalf of clients and in conducting one's professional business; (4) The ability to conduct oneself with respect for and in accordance with the law; (5) The ability to avoid acts which exhibit disregard for the rights or welfare of others; (6) The ability to comply with the requirements of the Rules of Professional Conduct, applicable state, local, and federal laws, regulations, statutes and any applicable order of a court or tribunal; (7) The ability to act diligently and reliably in fulfilling one's obligations to clients, lawyers, courts, and others; (8) The ability to use honesty and good judgment in financial dealings on behalf of oneself, clients, and others; and (9) The ability to comply with deadlines and time constraints.

An extensive explanation of the American Bar Association eligibility requirements may be found in the ABA publication: *Legal Education and Professional Development – An Education Continuum (MacCrate Report)* (Robert MacCrate, Chair, 1992). This publication is available through the Law School Registrar.

Course of Study for J.D.

The curriculum of the Law School provides a comprehensive and intensive study of the foundations of the law, an introduction to the many substantive areas of the law, and the opportunity for advanced study in areas of specific student interest. Four distinct and critical strands of legal education run through the course work, including legal analysis, practical training, perspectives on the law, as well as legal writing and research. Methods of instruction are both traditional and innovative.

Practical training is an integral part of Valparaiso's first-year curriculum, which combines exercises in legal research and writing with an introduction to the practical aspects of the legal system. Upper class offerings in trial advocacy, advanced appellate advocacy, clinical work and extern programs also stress the practical strand, as do various student activities such as the mock trial, moot courts, negotiation, and client counseling competitions. "Perspective" courses provide philosophical, sociological, historical, ethical, and social scientific frameworks within which it is possible to view the substance of the law. The student is introduced to some of these in the first year and this focus continues into the upper-class curriculum. Legal research and writing, introduced as an important element of the first-year curriculum, is continued in the second year with a selection of advanced legal writing courses, in the third year through a seminar requirement, and by means of such activities as Law Review and Moot Court.

First-Year Curriculum

The first-year curriculum, taught in the traditional case method, consists entirely of required courses designed to introduce students to many of the basic substantive areas of the law. The courses that make up the first-year curriculum are Contracts I and II, Criminal Law I and II, Civil Procedure I and II, Legal Writing I, Legal Research I and II, Property I and II, Torts I and II, Legal Communications, Foundations of Legal Analysis, and Intro to Experiential Learning. These core courses provide the foundation upon which the required upper-level topics and elective courses build. The Professionalism Education Requirement is designed to build upon classroom efforts to communicate the values and ideals of the legal profession.

Required Courses: Full-Time First-Year Studies

Fall Semester (Two seven-week sessions, total 14 credits)

100/101 Contracts I & II (full semester)	Cr. 2.5 & 2.5
110/111 Criminal Law I & II (full semester)	Cr. 2 & 2
131 Legal Research I (full semester)	Cr. 1
135 Foundations (first 7 wks.)	Cr. 2
145 Legal Communications (second 7 wks.)	Cr. 1
170 Torts I (second 7 wks.)	Cr. 2
315S1 Professionalism Education Requirement	Cr. 0

Spring Semester (Two seven-week sessions, total 16 or 17 credits)

120/121 Civil Procedure I & II (full semester)	Cr. 2.5 & 2.5
130 Legal Writing I (full semester)	Cr. 2
160/161 Property I & II (full semester)	Cr. 2.5 & 2.5
171 Torts II (first 7 wks.)	Cr. 2
181 Legal Research II (full semester)	Cr. 1
182 Legal Methods (full semester)	Cr. 1
MANDATORY for all 1Ls that are on probation or in the bottom quartile of the class at the end of their first semester	
191 Intro to Experiential Learning (full semester)	Cr. 1
315S2 Professionalism Education Requirement	Cr. 0

Part-Time First-Year Curriculum

Fall Semester Year 1 (Two seven-week sessions, total 9 or 10 credits)

100/101 Contracts & II (full semester)	Cr. 2.5 & 2.5
131 Legal Research I (full semester)	Cr. 1
135 Foundations (first 7 wks.)	Cr. 2
145 Legal Communications (second 7 wks.)	Cr. 1
315S1 Professionalism Education Requirement	Cr. 0

Spring Semester Year 1 (Two seven-week sessions, total 10 credits)

130 Legal Writing I (full semester)	Cr. 2
160/161 Property I & II (full semester)	Cr. 2.5 & 2.5
181 Legal Research II (full semester)	Cr. 1
182 Legal Methods (full semester)	Cr. 1
MANDATORY for all 1Ls that are on probation or in the bottom quartile of the class at the end of their first semester	
191 Intro to Experiential Learning (full semester)	Cr. 1
315S2 Professionalism Education Requirement	Cr. 0

Fall Semester Year 2 (Two seven-week sessions, total 7 credits)

110/111 Criminal Law I & II (full semester)	Cr. 2 & 2
170 Torts I (second 7 wks.)	Cr. 2
231 Legal Research III (full semester)	Cr. 1
315S3 Professionalism Education Requirement	Cr. 0

Spring Semester Year 2 (Two seven-week sessions, total 8 credits)

120/121 Civil Procedure I & II (full semester)	Cr. 2.5 & 2.5
171 Torts II (first 7 wks.)	Cr. 2
191 Intro to Experiential Learning (full semester)	Cr. 1
315S4 Professionalism Education Requirement	Cr. 0

Legal Writing and Research

The skills of legal research and writing are emphasized and developed through all three years of law study. During the first three semesters, students take Legal Research for a total of three credits. Research is taught through both plenary sessions and hands-on small group labs. Legal Research provides the research skills necessary to complete open-research legal writing assignments.

Building on the skills learned in Legal Research, Foundations of Legal Analysis, and Legal Communications in the fall of the first year, the spring semester Legal Writing I class continues to focus on communicating legal analysis through the process of drafting both objective and persuasive documents. Students will write an objective office memo with a rewrite and a persuasive trial brief in support of or in opposition to a motion. Students will then argue their motions in front of a judge. In Legal Writing I, the class is divided into small groups of 7-8 students, which enable the legal writing professors and teaching assistant staff to work closely with each student.

Second-year students are required to take two, seven-week legal writing courses during the academic year. Students will choose two of the following one-credit courses: Appellate Advocacy, Intro to Drafting, Appellate Advocacy Moot Court (restricted enrollment), Advocacy International Moot Court (restricted enrollment), Legal Journalism, and Law Review (restricted enrollment). Courses that fulfill the second-year legal writing requirement may change or be added from year to year. These courses focus on advanced writing and research skills and refine the writing skills learned in the first year. These classes are limited in size to allow more interchange between students and professors.

Each third-year student is required to take a two-credit Legal Writing course designed for the third year. The third-year requirement is a capstone to students' legal education. This capstone affords the opportunity to work closely with a faculty member in a substantive area of interest to the students. It also offers intensive analyses of relatively narrow areas of the law to supplement the more general education provided by the remainder of the curriculum. First, a student's Practicum course of study includes a significant research and writing component that will fulfill the third-year requirement. Second, a variety of seminars in various subject areas are available to fulfill this requirement. The seminar offerings vary from year to year, reflecting current topics of interest to each professor. The choices available to fulfill this requirement will likely change over time. Third, a student may elect to enroll in a 3L Independent Study Project under the supervision of a faculty advisor.

Beyond the ten required hours of legal writing, students have the opportunity to hone their legal writing skills under faculty supervision in the Law Clinic, by participation in one of several externships including the Federal Judicial Externship, by Current Representation, through independent research and, in conjunction with other students, through the Law Review, Valpo Law Blog, Moot Court Society, and International Moot Court.

Ethics

To further encourage students to examine the philosophical and ethical contexts of the development of law and justice, students are required to take a course in Legal Profession before graduation. As the professional role of the attorney is under constant scrutiny, this course enables students to reflect on their own individual aspirations as well as an opportunity to learn more about themselves and their future role as officers of the court. Students must also complete all requirements of the Professionalism Education Requirement.

Clinical Law Program

Established in 1969, the Law Clinic at Valparaiso serves the community and the legal profession. Through the client representation clinics, third-year students represent low-income clients and citizen groups who would not otherwise have access to the legal system. There are nine types of client clinics within the Law Clinic: General Practice, Juvenile Law, Domestic Violence, Criminal Law, Sports Law, Tax Law, Complex Appellate Practice, and Immigration Law. See Course Descriptions section for a description of each clinic.

By providing close supervision of students' representation of clients, the Law Clinic promotes the development of skills in advocacy, negotiation, and counseling. It also provides a context for close scrutiny of the questions of professional responsibility which arise in the practice of law.

Current Representation

In addition to the Law Clinic, students have the opportunity to work in connection with legal representation currently being provided by members of the faculty. In this context students receive the same supervision, varied and extensive experience, and individual support that the Law Clinic provides.

Externships

Externship programs provide students with an opportunity to perform legal research and writing and to work closely with attorneys, prosecutors, public defenders, government agencies, legal services, and state and federal judges. There are many externship programs available to upper division students, ranging from 1-6 cr. hrs. See Law 725-883 in the Externship Course Descriptions on the website or contact Derrick Howard, Associate Dean for Experiential Learning, with any questions about the program. Open positions are posted in Symplicity each semester and students must have their resume approved by the Career Planning Center to apply for extern positions electronically. Additionally, 12 Externship employers came to the Law School and participated in over 150 interviews last year. Samples of externship positions include opportunities with the Department of Justice, the Department of Homeland Security, Rush University Medical Center and the Illinois and Indiana Attorney General's Offices. There is also an annual Externship Expo held each spring with employers who visit the law school to market their upcoming opportunities.

In order to receive academic credit for externships, students must:

a) Submit a resume (through Symplicity) and interview with the field supervisor and/or experiential learning director prior to the semester in which they expect to intern (or the year prior in some cases), and

b) Formally register for the designated externship in the Law Registrar's office, if accepted.

Student externs are limited to taking one externship per semester and are expected to work 45 hours per academic credit. For a three credit externship, a student must work 135 hours or approximately 10 hours per week during the 14 week semester. Individual field or faculty supervisors may require more hours to be worked. **A student may not participate in an externship before successful completion of the first year curriculum or 30 credit hours.**

Externships are graded on a satisfactory/unsatisfactory (S/U) basis. Students must enroll in at least one credit per externship and they can receive no more than nine (9.0) hours of externship credit in a total of 3 different extern sites during their law school career. **Students may not repeat the same or similar setting externship**. For instance, a student may not extern for one state judge in the fall and another state judge in a subsequent semester or one county's prosecutor as a 2L and work for another county's prosecutor as a 3L. Notwithstanding the above prohibition on repeating same or similar setting externships, students may earn credit for multiple federal judicial externships. Academic credit will not be awarded if a student is receiving financial compensation for his or her work. This applies to students receiving the Summer Public Interest Scholarship (SPIS) as well. Individual externships may have limited enrollment. Also, **students may NOT receive SPIS funds for working with an approved externship site**.

Academic credit is never extended retroactively for work already undertaken. These same conditions and requirements described above also apply to the summer externship program.

Practicum Component

A practicum component to existing courses was instituted beginning with the 1998-99 academic year. Currently there is a practicum as part of the family law course and a practicum as part of the Public International Law course.

Cap on Credits for Courses that do not have Classroom Component

A student may count no more than twenty-five (25) non-classroom credits towards the ninety (90) required for graduation. The following subjects are included in this cap:

490 Independent Research & Writing (subject to 4 credit cap)
492 Law & Society Integrated Project (3 credit cap)
661 A&B Current Representation
725-883 Externships (subject to 9 credit cap)
667, 677, 678 Law Review (subject to 4 credit cap, 6 credit cap if Board member)
675 Teaching Assistant (subject to 4 credit cap)
680 Student Advocacy Competitions

1. 680-A Client Counseling
2. 680-B Mock Trial Competition
3. 680-C AAJ Competition (formerly known as ATLA)
4. 680-D International (Jessup) Moot Court Competition
5. 690 Moot Court Society

Pro Bono Requirement

In order to graduate from Valparaiso University Law School, students who enrolled for the first time in the Fall of 2012 or the Fall of 2013 must complete a minimum of forty (40) hours of pro bono legal or law-related service. Students who enrolled for the first time in the Fall of 2014, or later, must complete a minimum of sixty (60) hours of pro bono service. Pro bono service is defined as legal or law-related service for the good of the public and without charge, under the supervision of a licensed attorney, Law Faculty member, or judge.

Full-time students must perform the service after completion of their first year. Part-time students must perform the service after completion of thirty (30) credit hours. All pro bono hours must be completed two weeks before the last day of classes in the student's final semester of law school before graduation.

Students who started law school in the Fall of 2012 or the Fall of 2013 and perform sixty (60) hours or more of pro bono service will receive a notation of commendation on their final law school transcript that indicates the number of pro bono hours reported. Students who started law school in the Fall of 2014, or later, and perform eighty (80) hours or more of pro bono service will receive a notation of commendation on their final law school transcript that indicates the number of pro bono hours reported.

Students cannot receive compensation (credit or wages) for the hours of service used to satisfy the requirement.
The purpose of the requirement is:

a. To introduce law students to the professional obligation of attorneys to perform pro bono work, the benefits of public service and the needs of the under-represented in society;
b. To encourage attorneys in the local area to fulfill their pro bono obligation by partnering with Valparaiso Law students to expand legal services to those with limited access to resources.

In general the intent is to make students available to assist attorneys in the representation contemplated by Rule 6.1 of the Indiana Rules of Professional Conduct, which states:

> A lawyer should render public interest legal service. A lawyer may discharge this responsibility by providing professional services at no fee to persons of limited means or to public service or charitable groups or organizations, by service in activities for improving the law, the legal system or the legal profession.

This includes assisting a private attorney on matters handled without a fee or a reduced fee (e.g., court-appointed criminal defense work), assisting an attorney who represents the government (e.g., city attorney, prosecutor, etc.), assisting a judge, and assisting an attorney employed by a public interest organization. The activity should be of the nature that an attorney or law clerk would be expected to perform and not clerical in nature. Students may not count hours in court observation as pro bono unless it pertains to their case preparation work and accounts for less than 20% of total hours worked. SUPERVISION BY AN ATTORNEY IS CRITICAL TO GUARD AGAINST THE UNAUTHORIZED PRACTICE OF LAW.
Listed below are the policies and procedures for the administration of the Pro Bono Program, which is managed by the Career Planning Staff:

a. Students are required to self-register for the course Law 310-A. This can be done any time before, during or after the student has performed his or her pro bono work; however, students are encouraged not to register for the pro bono course until their third year, preferably until their last semester, so they will not receive an IP (In Progress) grade on their law transcript before their pro bono hours are complete and submitted to the Registrar. Students must add Law 310-A to their class schedules in DataVU. It is highly recommended that students register for the course during the registration periods for the semester or summer during which they plan to complete the pro bono legal or law-related service hours necessary to fulfill the pro bono graduation requirement. However, students can begin their pro bono work before registering for the Law 310-A course.
b. A Student's pro bono experience(s) will be documented through his or her **Symplicity** Account. (Symplicity is the web-based career planning system used by Valpo students.) Students must electronically sign the Pro Bono Pledge in their individual Symplicity account, and use the designated on-line hours log form in Symplicity to report their work which includes: (1) the name and location of the site where the work will be performed, (2) the name of their supervising attorney, Faculty member or judge with relevant contact information for that supervisor, (3) the dates pro bono service was rendered and the number of hours worked on each of those dates, and (4) a brief description of the pro bono work performed.
c. **The Honor Code applies to all students engaged in pro bono work.** Career Planning reserves the right to secure the pro bono employer's acknowledgement that a student has completed the number of pro bono hours reported.
d. If a student is registered for the pro bono course Law 310-A prior to their final semester of law school and their pro bono work is not completed before the last day of classes for the semester or summer in which they are registered, the student will receive an "IP – In Progress" on their grade transcript. The "IP" will be removed once all of their pro bono hours have been completed and logged into their Symplicity account.

Professionalism Education Requirement

All J.D. students are subject to a professionalism education requirement similar to the continuing legal education requirements they will encounter in practice. The purpose of this requirement is to build upon classroom efforts to communicate the values and ideals of the legal profession to students during the formation of their professional identities.

The Office of Student Services has established the Louis F. Bartelt, Jr. Professionalism Series of programs, designed to reinforce the values and ideals of the legal profession taught in the classroom. General topics for these programs will include, but not be limited to: legal ethics, professional judgment, the practice of law, wellness, substance abuse, diversity, communication skills, and networking.

To meet the professionalism education requirement, both full and part-time students must attend at least one (1) program of their choice from the Professionalism Series each semester they are enrolled at the School of Law until they have attended six (6) Professionalism Series events. Students in the accelerated J.D. program must attend two (2) Professionalism Series events during their last semester in order to satisfy this requirement. Part-time students are only required to attend Professionalism Series events during the first six (6) semesters they are enrolled, though they are encouraged to continue attending these events until graduating.

Actual attendance at a professionalism program each semester is mandatory. Students may not fulfill this requirement by viewing a recording of the program, nor may they fulfill the professionalism requirement of one semester by attending multiple programs in a different semester. A student who fails to meet the professionalism education requirements for a semester will receive an incomplete for this requirement on their transcript. A hold will also be placed on their student account, preventing either release of grades or registration for classes. Students are responsible for keeping track of the number of professionalism programs they attend.

Professionalism programs are open to students on a first-come, first-served basis until the room is full. Student Services will record student attendance through the use of an Attendance and Attestation Form provided at each program and completed and signed by each student. Students will certify through this form that they were in attendance throughout the entire program and behaved in a professional manner. Students may not enter a program after it has begun nor leave prior to its conclusion and receive credit for having attended that program. Non event-related, personal use of electronics is prohibited during professionalism programs as are distracting personal conversations. Unprofessional behavior during a program may result in a student not receiving credit for having attended the event. In addition, all certifications made by students on the Attendance and Attestation Form are subject to the Law School's Honor Code.

PMBR Requirement

The PMBR is a focused review of the seven MBE topics in preparation for your bar review courses. The program is mandatory for any graduating 3L student who is planning on taking a bar exam. The program is seven days, Monday-Sunday, usually the week after commencement. Students are advised to determine the exact dates the PMBR will be administered for their graduating class and plan accordingly. Students not completing the requirement are eligible for graduation, but will not be certified by the Dean of the Law School to sit for a bar exam.

Academic Success Program

The goal of the Academic Success Program (ASP) is to facilitate academic excellence by easing the transition to law school and offering a variety of learning opportunities to assist students throughout law school. The Fall Dean's Fellow Program and Workshop series are open to all students. These programs provide first-year students the opportunity to learn the skills necessary to be a successful law student. Since these skills transcend any one particular course, the programs do not provide a substantive review of course material. Specific skills covered in the programs include reading and briefing cases, note-taking, time and stress management, course outlining, and taking final exams.

The Bar Prep Program introduces the bar preparation process so each student can develop realistic expectations and a plan for success. In addition, students participate in a bar-exam-like experience, the Comprehensive Diagnostic, as second and third year students. The Comprehensive Diagnostic provides feedback to both the school and the students on their retention of core bar exam subjects and test-taking skills. Valparaiso Law offers two third-year courses which focus on bar exam study strategies, multiple choice strategies, and essay writing skills.

Throughout law school students may have questions regarding their performance in law school or on the bar exam. Academic Success is available to meet with students individually to discuss their concerns or questions. The following is a short list of some of the topics for which Academic Success can offer advice and guidance: adjusting to the stresses and challenges of law school; discussing life issues that may affect academic performance; time management; essay writing; exam preparation; improving study methods; learning-style identification and advice; reading skills; bar preparation planning; bar application questions; and scheduling advice.

Statement of Curricular Goals

The learning outcomes shall include:

I. Competency as an entry-level practitioner in the following areas:
   (1) Knowledge and understanding of substantive law, legal theory and procedure.
   (2) The professional skills of:
      i) Legal analysis and reasoning, critical thinking, legal research, problem solving, written and oral communication in a legal context;
      ii) The exercise of professional judgment and creativity consistent with the

values of the legal profession and professional duties to society, including recognizing and resolving ethical and other professional dilemmas; and
iii) Fact-finding, questioning, interviewing, listening, negotiation, client relations, providing advice and counsel, and law practice management.

(3) Knowledge, understanding and appreciation of the following values:
(i) Ethical responsibilities as representatives of clients, officers of the courts, and public citizens responsible for the quality and availability of justice
(ii) The legal profession's values of justice, fairness, candor, honesty, integrity, professionalism, respect for diversity and respect for the rule of law; and
(iii) Responsibility to ensure that adequate legal services are provided to those who cannot afford to pay for them.

II. Maximize bar passage on the first attempt
III. Maximize placement at graduation
IV. Responsibly respond to high-traffic practice areas
V. Attract the students we wish to enroll

Learning Outcome 1: *Graduates will demonstrate competency in the knowledge and understanding of substantive law.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Identifying, describing, and interpreting the fundamental terms, rules, and principles of law, including significant alternative formulations, such as minority rules.
Criterion 2: Describing the American legal system's structures, processes, and procedures.

Learning Outcome 2*: Graduates will demonstrate competency in understanding legal theory and procedure.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Assessing the policy implications of applicable rules and standards to the relevant facts.

Learning Outcome 3: *Graduates will research effectively and efficiently.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Devising and implementing a logical research plan, which reflects an understanding of the limitations created by time and financial constraints.
Criterion 2: Accurately assessing the weight of authority.
Criterion 3: Identifying and effectively employing the fundamental tools of legal research.

Learning Outcome 4: *Graduates will demonstrate competency in analytical and problem solving skills.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Critically reading the applicable authority, including identifying the key rules within each authority.
Criterion 2: Synthesizing the relevant rules of law into a logical framework for analysis.
Criterion 3: Where rules conflict, thoroughly analyzing which rule a court is likely to apply.
Criterion 4: Meticulously applying the identified rules to the facts, including evaluating potential counterarguments, to determine the likely outcome of the case.
Criterion 5: When appropriate, analogizing the facts to and distinguishing the facts from those of precedent cases in specific and helpful ways to determine the likely outcome of the case.
Criterion 6: Articulating practical considerations, such as cost and effects on other people
Criterion 7: Exhibiting self-directed learning skills that will allow them to understand areas of the law with which they were previously unfamiliar.

Learning Outcome 5: *Graduates will demonstrate competency in legal writing and oral communication.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Writing documents that are clear, concise, well-reasoned, organized, professional in tone, appropriate to the audience and the circumstances, and if appropriate, contain proper citation to authority.
Criterion 2: Speaking in a clear, concise, well-reasoned, organized, and professional manner that is appropriate to the audience and the circumstances.
Criterion 3: Actively listening to clients, colleagues, judges, and others.

Learning Outcome 6: *Graduates will demonstrate competency in the knowledge, understanding and appreciation of the ethical responsibilities as representatives of clients, officers of the courts, and public citizens responsible for the quality and availability of justice.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Contributing to the profession's fulfillment of its responsibility to ensure that adequate legal services are provided to those who cannot afford to pay for them.

Learning Outcome 7: *Graduates will demonstrate competency in the exercise of professional judgment and creativity consistent with the values of the legal profession and professional duties to society, including recognizing and resolving ethical dilemmas.*

Graduates will demonstrate achievement of this learning outcome by :
Criterion 1: Listing the sources of the law governing lawyers.
Criterion 2: Identifying and explaining the applicable law governing lawyers.
Criterion 3: Using the law governing lawyers to recognize ethical and other professional dilemmas.
Criterion 4: Applying the law governing lawyers to help resolve ethical and other professional dilemmas.
Criterion 5: Exercising professional judgment to help resolve ethical and other professional dilemmas.

Learning Outcome 8: *Graduates will exemplify the University tradition of scholarship, freedom, and faith, preparing them to lead and serve in society.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Understanding their role as legal professionals as a form of service to others that transcends their personal interest.
Criterion 2: Exercising independent judgment in advocating for clients.

Learning Outcome 9: *Graduates will demonstrate competency in the professional skills of fact-finding, questioning, interviewing, listening, negotiation, client relations, providing advice and counsel, and law practice management.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Capably managing a legal project (e.g., case, memorandum, mediation) from its inception to its conclusion.
Criterion 2: Effectively planning and controlling their use of time.
Criterion 3: Identifying and effectively engaging in appropriate dispute resolution processes.
Criterion 4: Participating in extracurricular or co-curricular opportunities to increase knowledge, hone skills, and inform values.

L***earning Outcome 10****: Graduates will demonstrate competency in the legal profession's values through conduct consistent with justice, fairness, candor, honesty, integrity, professionalism, cultural competency and respect for the rule of law.*

Graduates will demonstrate achievement of this learning outcome by:
Criterion 1: Exhibiting civility and treating others with respect.
Criterion 2: Displaying diversity skills, including sensitivity to social and cultural difference.

Academic Program Information

Registration Procedures

New first-year students are registered for their fall and spring courses by the Law Registrar. Returning students register in early April for both the fall and spring semesters via DataVU web registration. Registration information is made available one week before registration in April.

Responsibility Assumed by Registration

By registering, the student accepts the terms and conditions, financial and otherwise, which have been described in these announcements. In addition, every new student and every student who has not been registered during the previous sixteen-month period must submit to the University Medical Center a report of his or her medical history, physical examination, and required immunizations.

At the beginning of each semester, returning law students are responsible for updating their address and biographic information via DataVU. Failure to update this information may result in delay of receiving important academic information. New 1L students verify their biographic information during the Orientation process.

Change of Classes: Drop/Add/Withdrawal

During the first five days of classes each semester, a student may change his or her schedule of classes through the drop/add process. There is no adjustment in the tuition for changes of registration during the drop/add period other than withdrawal from the University. After the deadline for drop/add, students may not add courses, change courses from audit to credit or credit to audit, change the number of credit hours for which a course is taken, or engage or reverse the S/U option. Courses that begin mid-term may be dropped prior to the first day of the course with no penalty if they are not required courses.

A student who wishes to withdraw from a course or courses after the deadline for drop/add will be permitted to do so only with the approval of the instructor(s) concerned and the Associate Dean, provided the reduction in course load does not change the student's full-time or part-time status. Granted approval, students may withdraw from a course or courses with a grade of W up to the end of the ninth week of the semester. The date of withdrawal from a course with the grade of W is published in the academic calendar.

Authorized withdrawals are processed through the Registrar's office. A student who abandons a course for which he or she has registered and does not execute the proper withdrawal procedure will receive a grade of F (fail) for that course for the semester.

Any request for changes in enrollment after the deadline for drop/add must be requested in writing on forms available in the office of the Law Registrar. The course number and title of the course from which a student withdraws after the deadline for drop/add will appear on the official transcript with a grade of W.

Attendance Policy and Procedures

Regular and punctual attendance is necessary to satisfy ABA residency and class hour requirements. Each student is expected to attend every class session for each course for which he or she is enrolled. Professors will enforce the attendance policy and must announce the method of enforcement at least one week prior to its imposition. Any student who does not comply with ABA attendance requirements is subject to administrative withdrawal. When extended absence is unavoidable, it is the responsibility of the student to explain to the instructor(s) the reason(s) for the absence and to learn what make-up work may be required. Whenever possible, the student should provide advance notice of absences by notifying the instructor(s). When an emergency situation occurs that prevents a student from contacting an instructor, the student should contact the Law Registrar so that instructors can be notified.

Class Cancellations Due to Weather

The Law School is rarely closed due to weather conditions. However, should ice or snow prevent classes from being held, this information will be announced through the Office of the University President. The President of the University, or the Provost in his absence, decides whether or not the University's classes and co-curricular activities will be canceled due to inclement weather. In so doing, he confers with each vice president and obtains the most recent available weather reports. When the decision is made, he will ask the University's Director of Public Relations to contact the following media: WVUR (95.1 FM), WLJE (Indiana 105), and WAKE (1550 AM) in Valparaiso; WXRD in Crown Point; WZVN in Lowell; WJOB in Gary; WIMS (1420 AM), and WEFM (95.9 FM) in Michigan City; WLOI (1540 AM), and WCOE (96.7 FM) in LaPorte; WKVI (99.3 FM and 1520 AM) in Knox; WBBM (780 AM), and WGN (720 AM), and all television stations in Chicago. It should always be assumed that the University will continue to be in session unless definitive information to the contrary has been communicated to responsible media.

Credit Hour Policy

This Credit Hour Policy codifies the ABA's Standard 310 defining credit hours and guides compliance with the Department of Education, as found in 34 CFR 600.2 (2015).

A "credit hour" is an amount of work that reasonably approximates:

(1) not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different amount of time; or
(2) at least an equivalent amount of work as required in subparagraph (1) of this definition for other academic activities as established by the institution, including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.

This Credit Hour Policy applies equally to courses of varying credits, duration, and modes of instruction, and applies to all credit granted by the Law School, whether through programs on or off campus, or through transfer from other institutions. Determination of the amount of credit awarded is made by the Curriculum Committee based on this Policy, the ABA Standards, and federal regulations.

The Law School operates under a 15-week semester credit hour system, one week of which includes final examinations. An "hour" of classroom or direct faculty instruction shall constitute no fewer than fifty (50) minutes. An "hour" of out-of-class student work shall constitute no fewer than sixty (60) minutes. A course offered in fewer than fifteen (15) weeks contains the same total number of hours – the combined time spent on direct instruction and out-of-class student work – as an equivalent credit-hour course offered in the standard fifteen-week semester. Other academic activities established by the Law School, including simulation, clinical, co-curricular, and other such work, shall likewise account for the same number of hours of work per credit as traditional course work through the adoption of policies and procedures that will document that accounting.

New courses are reviewed and approved by the Law School's Curriculum Committee for compliance with this Credit Hour Policy. The Curriculum Committee approves and maintains written records of substantive exceptions to the base hour-counting guidelines.

Documentation of compliance includes course syllabi and course schedules as follows:

a. **Course Syllabi**: Syllabi include information outlining the expected amount of work the course requires for the designated number of credit hours. Representative syllabi are kept on file and available for review for both standard courses and types of courses that do not meet for the standard amount of in-seat class time. Regardless of mode of instruction, syllabi

demonstrate that courses are consistent in terms of purpose, scope, quality, assessment, and expected learning outcomes with other courses within the Law School.

b. **Course Schedule**: The Law School maintains a course schedule showing the weeks, hours and days that courses meet. In addition, it maintains a list of the kinds of courses that do not require the standard amount of in-class seat time designated in this Policy and a schedule showing when those courses meet.

At the end of each academic year, the Curriculum Committee—in coordination with the Associate Dean of Academic Affairs—will review all course documents as well as the policies and procedures for equivalent work to assure compliance with this Policy.

Course Load

All full-time, first-year students are required to complete the first-year curriculum during the first year of study. Full-time second- and third-year students must carry a minimum of twelve (12.0) credit hours in each semester and may not, except as indicated below, register for more than seventeen (17.0) credit hours in any semester. Summer sessions are capped at seven (7) credit hours.
A second- or third-year student who wants to enroll in more than seventeen (17.0) credit hours must receive the written permission of the Associate Dean prior to registration. The Associate Dean has authority to approve up to 18 credit hours. An exception to this rule is that a second- or third-year student who has a cumulative GPA of 2.500 (**Fall 2016 entering class: 2.80**) or greater may register for eighteen (18.0) credit hours in any given semester.

Full-time students wanting to take fewer than the minimum number of hours may do so only with the permission of the Petitions & Readmissions Committee.

Part-time students must take from five (5.0) to eleven (11.0) credit hours during each regular semester. Any part-time student may take one summer course, and any part-time student with a cumulative GPA of 2.250 (**Fall 2016 entering class: 2.55**) or higher may take summer courses up to seven (7) credit hours after completion of the first two semesters of residency with the permission of the instructor and the Associate Dean. Forms to request permission are available online at http://www.valpo.edu/law/current-students/law-registrar/c-forms.
Part-time students may convert to full-time status with the approval of the Associate Dean and completion of the appropriate form found at http://www.valpo.edu/law/current-students/law-registrar/c-forms.

20-Hour Work Rule

A student may not engage in employment for more than 20 hours per week in any semester in which the student is enrolled in 12 class hours or more. This policy is enforced by requiring full-time students to sign a form, indicating they have read the above statement and agree to comply with the rule.

20-Hour Work Rule–Summer

A student may not engage in employment for more than 20 hours per week in any summer school session in which the student is enrolled in 6 class hours or more at the Law School. This policy is enforced by requiring such students to sign a form for each Law School summer session enrolled, indicating they have read the preceding statement and agree to comply with the rule.

Course Work at Other Approved Law Schools

Credits earned at other ABA-accredited or foreign law schools, including summer sessions, will be counted as elective hours only, and only with the advance approval of the Associate Dean. No transfer credit may be used to fulfill courses required for the VU degree unless permission is granted expressly by the Associate Dean. Further, no more than 30 transfer credits may be applied to the VU degree, nor may credits earned in a "conditional" summer program be counted. Courses taken at other law schools will not fulfill prerequisites for courses offered at the Law School without advance approval of the Associate Dean. No more than seven (7.0) hours of summer school work may be transferred each summer.

An equivalent grade of 2.0 (C) or better must be obtained in each course taken at another law school in order for credit to be accepted. Grades earned at other law schools will not be calculated into the student's GPA. Students who intend to take courses at another law school must first apply for approval by submitting the proper form which is available at http://www.valpo.edu/law/wp-content/uploads/pdfs/Transfercredit.pdf. It is the responsibility of the student requesting transfer credit from another law school to have an official transcript forwarded from that school to the Registrar after courses are completed and grades are available. No credit will be granted without an official transcript.

Summer Session on Campus

The Law School offers an on-campus summer session for which students may register for a maximum of 7.0 credit hours. The on-campus session is administered through the Registrar's Office and usually begins the third or fourth week in May and extends for a seven-week period, ending by mid-July. Final exams are scheduled during the following week. The summer session is open to all registered students at the Law School, and credit received may be counted toward all requirements of the Law School.

Summer Session off Campus

The Law School offers an off-campus summer session in Washington D.C entitled Real Estate Transaction and Finance. The session is administered through the Registrar's Office and usually begins in early-June and extends for a seven-week period, usually ending in

mid-July. Final exams are scheduled the following week. The summer session is open to all students meeting the prerequisite course restrictions, and credit received may be counted toward all requirements of the Law School.

Summer Sessions Abroad

The Study Abroad Program provides students with a unique addition to their legal education. Studying abroad exposes students to the legal and judicial systems of other countries, gives the students an important comparative perspective for examining and understanding the U.S. legal system, and prepares them for a career in an increasingly global business and legal environment.

Cambridge/London - Courses for this program are taught by Law School professors, alumni, and guest lecturers from the host country. The Cambridge program usually extends from mid-June to late July. The program begins with the first week in London followed by three (3) weeks in Cambridge, a total of four (4) weeks. This program is administered by the Law Registrar.

Chile/Argentina – This is an International Human Rights program in Buenos Aires; Valparaiso, Chile; and Santiago that presents important perspectives regarding human rights issues, efforts towards legal reform, and steps toward reconciliation. It is a four (4) week program. You will visit historical sites, governmental and legal institutions, meet officials from human rights organizations, and participate in cultural activities. Partner institutions are Universidad de Valparaiso, Universidad del Salvador, Universidad de Los Andes, and Universidad Austral. This program is administered by the Law Registrar.

Transcripts

Scrip-Safe is the approved transcript vendor for Valparaiso University. By partnering with Scrip-Safe, Valparaiso University is able to offer express shipping, transcript authentication, shipment tracking, email notification of status updates, 24 hour access to order status information, online payment, and secure electronic delivery options while maintaining our ability to fulfill requests for paper transcripts. Before ordering a transcript, please be sure to resolve any outstanding obligations to the University, as these will prevent processing of your request. **Currently enrolled** Valpo students, please order your official transcript through DataVU.
Valpo alumni, please order your official transcript directly through DataVU. You will be asked to create an alumni account before placing your order. Once the account has been created, you will be able to request a transcript directly through DataVU. The cost for transcripts is $5.00 for an official copy on transcript paper and $3.00 for electronic copies.

Undergraduate/Graduate Course Work at Valparaiso University

Law students who wish to apply to take courses in the graduate or undergraduate programs at Valparaiso University must apply and register to do so through the Graduate School office. Students enrolled in the full-time law program may take up to a cumulative total of 6 credits in the graduate or undergraduate division, excluding summer sessions, at no additional charge above the full-time law tuition.

Students may register for undergraduate courses offered by the University in colleges other than the Law School if space is available, but only with the permission of the department chairperson. Such courses taken either for credit or audit must be so designated at the time of registration. Such courses will not be counted toward the law degree, will not be credited to the student's course load, residency, or hours for graduation requirements and will not be included in the student's cumulative average. If a student wishes to count a non-Law School course toward the J.D. degree, a request must be made by petition to the Petitions and Readmissions Committee prior to enrollment in such course. Grades earned will not be calculated into the J.D. grade point average. Full-time students (12 or more credit hours per semester) will not be charged additional tuition for course work in other colleges (with the exception of music instruction courses); however, tuition is charged for course work in the summer session.

Law students taking graduate or undergraduate credits during the fall or spring semester above the cumulative total of 6 credits will be charged the per-credit graduate tuition rate for the specific program for each additional credit. Exceptions to the 6-credit limit may be granted by the Dean of the Graduate School. Law students taking courses in the graduate or undergraduate programs during either of the summer sessions will be charged the per-credit graduate tuition for the specific program for each course. If they are concurrently taking law courses in the summer, law students will be charged the law tuition rate for each law course.

Students enrolled in the part-time law program who wishes to concurrently take graduate or undergraduate courses during the fall or spring semesters will be charged the law tuition rate for law courses, and graduate tuition for the specific program for other courses.

Because dual degree programs provide significant savings in tuition, time, and credit hours, law students in such programs are not extended the courtesy of 6 (six) credits at no extra tuition cost. Exceptions may be requested to the Dean of Graduate School for graduate and undergraduate coursework that does not apply to the graduate degree. Generally students carrying a mixed load of Law and Graduate courses may not carry a course load of more than 18 credits in any fall or spring semester.

Students in the J.D./M.B.A. program are assessed the Law School tuition for all coursework applied to either the J.D. or the M.B.A. degree.

Registration information and forms are available from the Graduate School office located in Kretzmann Hall. If a student decides to discontinue the course, it is necessary to formally withdraw from the course by completing a drop card from the University Registrar's Office in Kretzmann Hall.

Independent Study

Occasionally, students develop an interest in an area of the law for which there is no separate course in the curriculum. For this reason, the Law School has a program of independent study listed as Law 490 Independent Reading and Research. Students may register for this course for 1-3 credit hours after developing a specific project proposal. There is a 4-credit maximum of independent study allowed during a law student's career, with a maximum of 3 credit hours in any one semester, excluding the summer session. For special circumstances, and with the Associate Dean's approval, students can register for 4 credit hours of independent study during a summer session.

Students interested in an independent study must write a brief description of the project proposal on a form available online on the Registrar's web page and have it approved by signatures of the supervising faculty member and the Associate Dean. The student's proposal should include the number of credit hours to be earned and the manner in which the paper will be graded, either by letter grade or satisfactory/unsatisfactory (S/U). A student on academic probation must elect the latter option. Registration for Law 490 is not official until the approved form is on file in the Registrar's office. Registration for this course may not be used to satisfy the 3L writing requirement.

Auditing of Courses

Full or part-time students are permitted to audit courses at the Law School with the permission of the instructor and the Associate Dean if space is available and there is no waitlist for the course. Students are limited to one audited course per semester and co-curricular activities are not eligible for audit. Students are not permitted to audit a course and later take that same course for credit unless the Associate Dean gives them advance permission to do so based on special circumstances. Registration for audit requires completion of an audit registration form which is available in the Registrar's office. Audits must be so designated at the time of registration and may not be exchanged for any other grade designation after the drop/add period ends. Criteria for the successful auditing of a course are set by the individual faculty members, but the auditor must attend at least three-fourths (75%) of the class meetings. This attendance must be verified, based upon the Honor System, by the student to the Registrar before the beginning of semester examinations. Audits not verified by students are expunged from the record.

No additional fee is charged auditors who pay for enrollment in the Law School. Auditors are not permitted to take final examinations in courses taken for audit. No credit is received for auditing a course, and audited courses are not counted toward the student's required load in any given term or toward the number of hours required for residence or graduation. An auditor who complies with these regulations will have audited courses recorded on his or her transcript with the grade of "AU", audit.

Non degree-seeking individuals may audit courses with the approval of the Associate Dean. Courses cannot be audited for credit. Non-degree auditors must pay the part-time per credit tuition and fees.

Residency Requirements

To be eligible for graduation from the Law School, a student must comply with the following requirements of the American Bar Association. ABA Standard 304 (c) states, "A law school shall require that the course of study for the J.D. degree be completed no earlier than 24 months and no later than 84 months after a student has commenced law study at the law school or a law school from which the school has accepted transfer credit."

Full-time students must be in residence at the Law School during their last two full-time semesters (exclusive of summer session). For purposes of this rule, students participating in the Law School externships are considered as being in residence. Part-time students must be in residence at the Law School for the last thirty (30.0) hours of academic credit earned.

Accelerated J.D. Program

Students are eligible to graduate within two-and-one-half (2.5) years if the following conditions are met:

1) Students have been enrolled in five regular full-time semesters plus at least one qualifying summer session, all in residence (Valparaiso University Law School Summer Study Abroad Programs count as in residence).
2) Full-time semesters range from 12-17 credit hours. Students with a cumulative GPA of 2.500 (**Fall 2016 entering class: 2.80**) or better may take 18 hours in semesters where overloads are permissible; otherwise overloads are only available through advance permission of the Associate Dean.
3) Summer sessions have a maximum credit-hour load of 7 hours.
4) All students must pass a minimum of 90 hours with at least a 2.000 (**Fall 2016 entering class: 2.30**) cumulative grade point average.
5) An Application for Accelerated J.D. Program has been completed. This form can be found at http://www.valpo.edu/law/wp-content/uploads/pdfs/acceleratedjd.pdf.

Honors Program

Following completion of the first semester curriculum, students who display excellent credentials (class rank, leadership ability, writing ability, professionalism, and effectiveness in representing the law school) will be invited to apply to the Honors Program. All Honors Program candidates must interview for the program. The program is limited to the top 20% of the class of students who also meet a minimum GPA of 3.5 (**beginning with the Fall 2016 entering class**). A limited number of students who have a rank in the top 20% of the class after completion of the second semester curriculum may be invited to apply to the Honors Program. Selection of the members of the Honors Program is at the discretion of the Director or Co-Directors of the Honors Program.

The Honors Program will require enrollment in Law-250-HA, the Constitutional Law I honors section in the third semester. Honors Program students must maintain a cumulative GPA of 3.5, measured at the end of each academic year. The Honors Program also has other requirements that will be explained to those invited to apply to the program.

Part-Time Program

Admission standards for the part-time program are the same as for the full-time program. The basic program extends over a period of five years, with graduation in May of the fifth year. However, depending upon courses offered, by enrolling in the maximum number of hours after the completion of the first-year required curriculum, i.e., eleven (11.0) credit hours each subsequent semester and seven (7.0) credit hours each subsequent summer session, a part-time student could graduate at the end of the summer session following the fourth year. Further, a student must enroll in a minimum of 6 credits in the fall and spring semesters. See also Residence Requirement.

All part-time students must complete 90 credit hours, including all required courses. The first-year part-time curriculum includes Contracts I & II, Legal Research I, Foundations and Legal Communications in the fall semester; Property I & II, Legal Writing I, and Legal Research II in the spring semester. The second-year part-time curriculum includes Criminal Law I & II, Torts I, Torts II, and Legal Research III. Unless otherwise indicated, all requirements for full-time students apply to part-time students.

Any part-time student may take one summer course, and any such student with a cumulative GPA of 2.250 (**Fall 2016 entering class: 2.55**) or higher may take summer courses up to 7 credit hours after completion of the first two semesters of residency with the permission of the instructor and the Associate Dean. The primary consideration will be whether the courses previously taken provide a sufficient background for the summer course. The "Request to Take Additional Summer Credits" application form can be found at the Registrar's web site, www.valpo.edu/law/registrar.

During the second year of part-time study, a part-time student with a cumulative GPA of 2.250 (**Fall 2016 entering class: 2.55**) or higher may take up to two additional courses in each semester provided the student's course load does not exceed eleven (11.0) credit hours per semester. Permission must be granted by the instructor and the Associate Dean. The primary consideration will be whether the courses previously taken provide a sufficient background for the additional course, but the student's outside commitments also will be considered. The "Part-time Request to Take an Additional Course" form is available online at www.valpo.edu/law/registrar.

After completion of the second semester of part-time study, a part-time student with a cumulative GPA of 2.50 (**Fall 2016 entering class: 2.80**) (includes Fall and Spring grades) may transfer to the full-time program with the approval of the Associate Dean. After completion of thirty credit hours or more a part-time student may transfer to the full-time program with the approval of the Associate Dean. Part-time students will find the "Change in Status Form" online at www.valpo.edu/law/academics/registrar.

Full-time students seeking to transfer to the part-time program must petition and gain the approval of the Petitions and Readmissions Committee. Action taken by this committee is final, with no appeal to the faculty.

Part-time students are required to take Law 210 Evidence, Law 220 Legal Profession, Law 203 Business Associations , Law 205 Administrative Law, Law 230 Legal Writing II (2 cr.) Law 231 Legal Research III, Law 239 Trusts & Estates, Law 250 Constitutional Law I, Law 251 Constitutional Law II, and five (5) skills credits before attaining more than 60 credit hours.

Honor Code System

As future members of the legal profession, students at the Law School bear a special responsibility to insist upon and to maintain high standards of integrity. Accordingly, the Valparaiso University Law School Honor Code has been adopted to promote and insure the opportunity of each student to pursue a legal education to the best of his or her ability in an atmosphere of trust and mutual respect. The Honor Code relies on each individual student for its operation and enforcement, recognizing that the achievement of its goals is ultimately dependent on the integrity of each student. The Honor Code applies to all students of the Law School. To affirm compliance with the Honor Code, all students are required to sign the Honor Code Pledge on work submitted for academic credit. The Honor Code Pledge reads as follows: "I have neither given or received, nor have I tolerated others' use of unauthorized aid." The pledge must be signed either by the use of the secret examination number or, in the instance where anonymous grading is not required, by the student's name.

The text of the Honor Code located in the Student Code of Conduct is available on page __ of this Bulletin. Each student is expected to read the Honor Code in full and become familiar with the types of prohibited conduct and the administrative procedures for violations. All notices, complaints or information relating to a possible violation by a law student shall be presented to the Code Administrator (currently the Assistant Dean for Students) in person or in writing signed by the student.

Examinations

Most law courses have a final examination at the end of the semester which determines the course grade. However, some professors may administer exams at certain intervals during the semester/session or the grade may be determined by a combination of oral presentation and written assignments. Depending on the academic calendar, one day is designated as a reading period between the last day of instruction and the beginning of examinations. Usually 8-9 days are devoted to examinations each semester (fewer for summer session). The semester examinations are conducted according to a published schedule and regulations approved by the faculty. Students are expected to take their examinations at the designated time. A student's failure to sit for a scheduled examination, without a prior release from the Associate Dean or the Law Registrar, will result in no credit given for the exam.

Where illness, accident, or an act of God intervenes to prevent a student from taking an exam at the scheduled time, it is the responsibility of the student to report such facts or to cause them to be reported at the earliest time physically possible to the Associate Dean or to the Law Registrar. DO NOT CONSULT THE PROFESSOR! It will be determined, after consultation, whether the equities of the matter permit either the rescheduling of the examination or the granting of any other relief from the rule. All excused exams require verification. Delayed exams must be taken as soon as possible and no later than two weeks after the scheduled exam period.

Exam Procedure and Regulations

The following regulations apply to all exams. Exam schedules and required forms are available online at valpo.edu/law/registrar/exams.

Exam Collection Procedure: The final collection of exams will take place at the front of each classroom. ***If you plan to take the entire time allotted for an exam, it is suggested that you sit in the back of the classroom to avoid any distractions during collection.*** You are responsible for placing your exam number on each bluebook, Honor Pledge on the first bluebook and numbering the bluebooks, i.e., 1 of 3, 2 of 3, 3 of 3, etc. Printed exam questions should be placed inside the bluebooks (unless instructed otherwise by the administrator). All materials distributed must be returned. Writing after time has been called for an exam is a violation of the Honor Code. If you need to write the Honor Pledge on your exam following the exam time, please do so at the collection table at the front of the room. **Emailed and faxed answers to exams are not acceptable. All exams must be delivered in person.**

Exceptions to the Examination Schedule: Scheduled exams must be taken at the day and time assigned! Exceptions are made only for a medical emergency of which the Associate Dean or Law Registrar is notified (medical verification required), or in the case of two exams scheduled for the same day. **Do not ask your professor to be excused from a scheduled exam (it violates your anonymity).** Makeup exams must be taken as soon as possible and, in extreme situations, no later than two weeks after the exam period.

Special Accommodations (Not Exceptions): Students who have applied for special exam accommodations must report to the Assistant Registrar, on the designated date and time to pick up their exam. Please return your signed accommodations form to the assistant registrar prior to the exam period.

Exam Modifications for International Students: Exam modifications are available to international students for which the primary instruction has notbeen in English. For in-class final examinations, 50% of additional time and use of an English translation dictionary will be afforded. Additional time is not afforded for take-home type exams. International students who qualify for exam modifications must report to the assistant registrar, on the designated date and time to pick up their exam.

Exam Rooms: The examination is to be written in the classroom where it is scheduled to be given (with the exception of special accommodations). All belongings brought into the exam room must be placed at the front of the room. Cell phones should be turned off and put with student belongings at the front of the room or with the exam proctor. If you want to type your exam you must apply to use ExamSoft. If you want to take your essay exams on ExamSoft you must register with both the ExamSoft website and complete a training session with ExamSoft Administrator Karen Koelemeyer before the designated deadlines. ExamSoft exams will be administered along with students who are handwriting the exam in the exam room.

Bluebooks/Exam Numbers: All bluebooks used for exams will be provided by the Registrar's Office with date stamped on the front cover. You will receive two marked bluebooks. Additional bluebooks will be available at the front of the exam room. Extra pens and pencils will be available in the front of the room. Unused bluebooks must be returned with your completed exam. Please number your bluebooks in the order in which they are written (i.e., Book 1 of 2, Book 2 of 2, etc.).

Exam numbers are available online on the Grade Point Average by Term screen in DataVU. Guard your exam number! Write the number in a secret place in your wallet so you do not forget it and do not share your number with others. Your exam number should be handwritten beneath the handwritten Honor Pledge on the cover of the first Bluebook.

HONOR PLEDGE: "I have neither given or received, nor have I tolerated others' use of unauthorized aid. "

Open Book/Closed Book Exams: Each professor will tell you before classes end whether or not you may use your texts, notes and outlines during the examination. If the exam is open book, you may take into the exam room those materials approved by the professor. If the exam is closed, you may take only your exam number, laptop (if ExamSoft is approved) and pen(s); everything else should be left out of the exam room.

Leaving the Exam Room During An Examination: You may leave the exam room only to use the restroom, get a drink, or if you are ill. If you have questions regarding a possible typographical error please see the proctor at the front of the room. The proctor will contact your instructor and communicate to the entire class if a typographical error is on the exam. If you leave the exam room, leave your bluebook in the exam room, closed and face down on the desk and hid feature on laptop (if applicable). If you become ill during the exam, go immediately to the proctor in the front of the room (do not go to the professor!)

Caution When Discussing Exams: After a scheduled exam has ended, be cautious in discussing it with your professor or a fellow student. Please be certain any student who may have not taken the exam is not present. (Because of the anonymous system used to protect professors and students from violations of the exam process, frequently only the Associate Dean and Law Registrar know which students have not taken a scheduled exam.)

Exam Number System

To ensure anonymity and confidentiality in the grading process, written examination bluebooks are signed by a secret examination number instead of the student's name, social security number, or any other identifying mark before being turned in.

Random numbers are assigned by computer to each registered student for each of the grading periods (fall, spring, and summer). No set or series of numbers is assigned to any class or group within the student body. Students are required to use the exam number on bluebooks or papers to be graded. No other identifying mark, such as the social security number, the student ID number or the student's name may be used. (The exceptions are the seminars, writing courses and independent reading and research papers.) When bluebooks are required, they are provided by the Law School. When more than one bluebook is used, the books must be marked 1 of 3, 2 of 3, 3 of 3, etc., and a legibly written exam number must appear on the cover of each additional bluebook.

The code-list of students' names and exam numbers is kept by the Registrar. Faculty and administrative deans do not have access to the code-list until after grades are submitted. Students are responsible for maintaining the confidentiality of their exam numbers. Since only one number is assigned each semester, students who lose or disclose their exam numbers assume the risk of the numbers becoming public knowledge.

Personal Computers and Exams

Personal computers may be used to write examinations using the ExamSoft program. Interested students must obtain and register the software prior to the posted deadlines (at least 3 weeks in advance of the start of exams). Students must also attend a training session with Karen Koelemeyer, Administrator for Academic Services. Complete information is available at www.examsoft.com/valpolaw.

Personal computers, tape recorders, or any equipment with memory capacity may be used to take notes or record classes only with the permission of the instructor.

Exam Review Process

Students who wish to review their exams should contact their professors for an appointment. Students should be prepared to provide the professor with their exam number for the semester.

Withdrawal from the Law School

A student who withdraws from the school for the remainder of a semester must do so before the last day of instruction in order to receive grades of W on the official transcript. A withdrawal form from the Registrar's office must be signed by the Associate Dean and the Assistant Dean for Students. The Law Registrar will authorize such withdrawal and the return of such fees as are refundable.

A student who withdraws from the Law School without authorization is not entitled to refunds of any kind, and the instructor of each course in which the student is enrolled is required to report a final grade of F for the official transcript. A student who withdraws after the last day of instruction in the semester will be assigned grades of F in each course in which s/he was enrolled.

A student who withdraws from the Law School has no automatic right to return unless authorized to return by the Associate Dean or Assistant Dean for Students. However, under special extenuating circumstances, a student in good standing may request a leave of absence, which will provide an automatic right to return within a specified period of time. Permission for a leave of absence must be granted in writing by the Associate Dean prior to the first day of classes for the semester. A copy of the form stating the terms of the leave of absence is kept in the student's academic file.

A student who returns to the Law School after an absence of two or more years may no longer be a candidate for a degree on the basis of the Bulletin under which the student first entered the University but must fulfill for graduation all the requirements and provisions of the Bulletin of the year in which the student re-enters the University.

Grading System and Quality Points (AY 2015–2016)

Valparaiso University Law School uses letter grades as numerical grades on a 4.0 scale.

Grade	Quality	Pts.
A	=	4.0
A-	=	3.7
B+	=	3.3
B	=	3.0
B-	=	2.7
C+	=	2.3
C	=	2.0
C-	=	1.7
D+	=	1.3
D	=	1.0
D-	=	0.7
*F	=	0.0

** Course Honors

I	=	Incomplete
IP	=	In Progress
IEX	=	Extended Incomplete
S	=	Satisfactory
U	=	Unsatisfactory
W	=	Authorized Withdrawal
AW	=	Administrative Withdrawal

*The grade of F with its corresponding quality points of 0.0 per credit hour indicates that the student has not fulfilled adequately the objectives and requirements of the course, including regular attendance. The grade of F is computed into the student's GPA. It counts for hours attempted, but it does not count for hours earned. A student who has failed a course may not have that failure expunged from the record by retaking the course.

A student who has failed a required course, including any failed seven-week required course, must retake the course unless his or her petition for waiver is granted by the Petitions and Readmissions Committee. The Petitions and Readmissions Committee will apply the following criteria: 1) whether the student's exam performance was affected by substantial extraneous factors, 2) whether the student has acquired sufficient familiarity with the subject matter of the course so that requiring a retake would be educationally unsound, and 3) the recommendation of the instructor. The student who repeats a course in which he or she has received a grade of F may count the hours repeated as earned, and the grade earned will be counted in the GPA. The first grade continues to be calculated in the GPA. Students may not repeat courses when a grade of D- or higher has been earned.

**Students who receive course honors have the grade designation H appear before the grade (i.e., HA for honors A or HA- for honors A-).

I. Incomplete. The grade "I" may, at the discretion of the instructor, be given to a student whose completed work in a course indicates the probability of the student's passing the course but who has yet to complete a segment of the assigned work of the course because of circumstances beyond the student's control. An I (Incomplete) received in one semester or summer session must be removed before the first day of the official examination period of the next succeeding semester or it will automatically become a grade of F. The student's deadline for submitting the outstanding work to the instructor shall be one full week prior to that date, unless the professor shall specify an earlier due date.

IP. In Progress. Courses which extend beyond one semester (i.e., a full-year seminar or an extended Pro Bono externship) are assigned IP (in progress) until the grade designation has been assigned at the following semester's grading period.

IEX. Extended Incomplete. For justifiable reasons, students may petition to extend the 'I' grade past the first day of the official examination period of the next succeeding semester. Petitions to extend the 'I' grade must be obtained from the Registrar's Office. Requests for extensions must be submitted before the 'I' grade lapses to an F or U grade. The extension cannot be made retroactively.

S/U. Satisfactory/Unsatisfactory. Courses which are graded S/U are so designated in the Course Descriptions Section. A grade of "S", which is the equivalent of C or better on the grading scale, counts toward hours attempted and hours earned, but is not calculated into the GPA. A grade of "U", which is the equivalent of C or lower, counts toward hours attempted but is not included in hours earned and is not calculated into the GPA. Courses in which a grade of S or U is received appear on the official transcript and may not be expunged. The S/U option is not available for required courses.

W. An Authorized Withdrawal. (See Change of Classes.) This mark carries no credit.

AW. An Administrative Withdrawal. Any student who does not comply with ABA attendance requirements is subject to administrative withdrawal. This mark is initiated by a faculty member and carries no credit.

Grade Disputes. If a student disputes a grade, he/she must discuss the dispute with the faculty member who issued the grade. Grades are not changed except for clerical or computational error. Faculty decisions about grades are not reviewable unless a student believes a faculty member has violated that student's rights, as more fully set out in the University's Student Academic Fair Practices (SAFP). The full text of the SAFP, including the Law School's Level II mediation procedure, is located in the Student Guide to University Life, http://www.valpo.edu/generalcounsel/assets/docs/Student%20Guide%20to%20University%20Life.pdf. (Appendix K).

Grade Point Averages

At the end of each grading period, a semester average and a cumulative average are calculated for each enrolled student. The cumulative GPA is used to establish class rank which customarily changes each semester (NOT summer sessions) as the GPA fluctuates. Grades received in courses graded S/U are not included in the calculation of either the semester or the cumulative averages; neither are transfer credits nor grades earned in non-law school Valparaiso University courses.

Class Rank

Full-time students are ranked with their class according to their cumulative GPA at the end of the fall and spring semesters (but NOT the summer session). Summer session grades are included in the following semester's calculation of class rank except for those who complete their degree requirements at the end of the summer session. After each May graduation, an official rank in class is assigned. Summer graduates are ranked with the preceding May class. Students who complete their degree requirements in December are given an equivalency ranking based on the previous May's class. Although part-time and transfer students are not officially ranked until their final semester, they are given an unofficial rank equivalency according to their cumulative GPA based on their current class level. Part-time and transfer students are ranked with full-time students at graduation.

Honors in Scholarship

Course Honors: Students who receive course honors have the grade designation H appear before the grade on the academic transcript (i.e., HA for honors A or HA- for honors A-).

Semester Honors: A full-time student who achieves a semester average of 3.500 (first –year) or 3.8 (second- and third-year) or higher in any semester will be awarded semester honors, provided that the student has received no grades of I or U at the official end of the semester concerned and was registered for at least twelve (12.0) credit hours of work for the semester. This rule applies to part-time students who are registered for at least seven (7.0) credit hours of work for a given semester.

Graduation with Honors: The Valparaiso University Law School awards its degrees with special honors to full-time law students according to the following scheme: those graduating in the top 20% of the class receive the degree cum laude; those in the top 11% receive the degree magna cum laude; those in the top 3% receive the degree summa cum laude. Honors for part-time students are based on grade-point equivalency with full-time honorees.

Retention and Probation

If at the time spring semester grades are received by the Registrar a student is enrolled in any summer school program of the Valparaiso University Law School, such student's cumulative GPA for retention purposes shall be calculated after final grades for such summer session are received. A summer session does not equal a semester. Official rankings will not be re-calculated at the end of the summer session.

(Students entering Valparaiso Law School Prior to Fall 2016)

Cumulative Grade Point Average Requirement, Full-Time Students (Fall 2013 entering class through Summer 2016)

Beginning with the Fall 2013 entering class and ending through Summer 2016, full-time students will be dismissed due to academic deficiency as follows:

- after first semester below 1.50 (may petition for readmission if within .30)
- after second semester below 1.85
- after third semester and each subsequent semester below 2.00

Full-time, first-year students who are in the bottom quartile of the first-year class at the end of the first seven-week session, or are below 1.85 GPA during any seven-week session, are required to meet with the ASP department. See **"Mandatory Academic Support Participation"** below. First-year students with a cumulative GPA below 1.85 after the third seven-week session will not be eligible for study abroad programs.

In addition, any full-time student whose cumulative GPA is below 2.00 is placed on academic probation. Any student who is on probation but not dismissed is advised of the consequences of probation and that such probationary status is cause for the re-evaluation of motivation and/or study habits. In addition, any student whose GPA for any semester falls below 1.85 shall be placed on academic probation regardless of such student's cumulative GPA.

Cumulative Grade Point Average Requirement, Part-Time Students (Fall 2013 entering class through Summer 2016)

Beginning with the Fall 2013 entering class and ending through Summer 2016, part-time students will be dismissed due to academic deficiency as follows:

- after 15 hours attempted below 1.50 (may petition if within .30)
- after 30 hours attempted below 1.85
- after 45 hours attempted below 2.00

Part-time, first-year students who are in the bottom quartile of the first-year class at the end of the first seven-week session, or are below 1.85 GPA during any seven-week session, are required to meet with the ASP department. See **"See Mandatory Academic Support Participation"** below.

In addition, any part-time student whose cumulative GPA falls below 2.000 at any time following a grading period shall be placed on probation and advised thereof. In addition, any student whose GPA for any semester falls below 1.85 shall be placed on academic probation regardless of such student's cumulative GPA.

Mandatory Academic Support Participation (Fall 2013 entering class through Summer 2016)

Beginning with the entering 2013 class and ending through Summer 2016, any first-year student (full or part-time) who is in the bottom quartile of the first-year class at the end of the first seven-week session, or is below a 1.85 GPA during any seven-week session, is required to attend at least two (2) mandatory one-on-one meetings with the ASP (Academic Success Program) department during the subsequent seven-week session.

Any first-year student (full or part-time) who attains lower than a cumulative 2.00 GPA after the second seven-week session is required to meet the following academic probation requirements:

- Attend two (2) mandatory one-on-one appointments with the ASP department during each seven-week spring session.
- Attend at least four (4) ASP live workshops during the spring sessions.
- Submit written answers to two (2) sample essay exams, as assigned, for evaluation by the ASP department and, if necessary, rewrite the essay answers until satisfactory.
- Attend weekly meetings with a Property Dean's Fellow, as assigned, during the spring sessions.

Full compliance, or lack thereof, with the academic probation requirements will be considered for readmission petition purposes.

Cumulative Grade Point Average Requirement, LL.M. Students (Fall 2013 entering class through Summer 2016)
After the first semester, students with less than a 2.00 GPA will be placed on academic probation. Further after 12 credit hours attempted, any student with less than a 1.85 GPA will be dropped from the program. A student who has been dropped from the program may petition for readmission if their GPA is 1.70 or above. After 24 credit hours the cumulative GPA must be 2.00 in order to receive a degree.

(Beginning with students entering Valparaiso Law School Fall 2016)

Cumulative Grade Point Average Requirement, Full-Time Students (Fall 2016 entering class)
Beginning with the Fall 2016 entering class, full-time students will be dismissed due to academic deficiency as follows:

- after first semester below 2.15 (may petition for readmission if within .30)
- after second semester and each subsequent semester below 2.3

Full-time, first-year students who are in the bottom quartile of the first-year class at the end of the first seven-week session, or are below 2.15 GPA during any seven-week session, are required to meet with the ASP department. See **"Mandatory Academic Support Participation"** below. First-year students with a cumulative GPA below 2.15 after the third seven-week session will not be eligible for study abroad programs.

In addition, any full-time student whose cumulative GPA is below 2.30 is placed on academic probation. Any student who is on probation but not dismissed is advised of the consequences of probation and that such probationary status is cause for the re-evaluation of motivation and/or study habits. In addition, any student whose GPA for any semester falls below 2.15 shall be placed on academic probation regardless of such student's cumulative GPA.

Cumulative Grade Point Average Requirement, Part-Time Students (Fall 2016 entering class)
Beginning with the Fall 2016 entering class, part-time students will be dismissed due to academic deficiency as follows:

- after 15 hours attempted below 1.80 (may petition if within .30)
- after 30 hours attempted below 2.15
- after 45 hours attempted below 2.30

Part-time, first-year students who are in the bottom quartile of the first-year class at the end of the first seven-week session, or are below 2.15 GPA during any seven-week session, are required to meet with the ASP department. See **"See Mandatory Academic Support Participation"** below.

In addition, any part-time student whose cumulative GPA falls below 2.30 at any time following a grading period shall be placed on probation and advised thereof. In addition, any student who's GPA for any semester falls below 2.15 shall be placed on academic probation regardless of such student's cumulative GPA.

Mandatory Academic Support Participation (Fall 2016 entering class)
Beginning with the Fall 2016 entering class, any first-year student (full or part-time) who is in the bottom quartile of the first-year class at the end of the first seven-week session, or is below a 2.15 GPA during any seven-week session, is required to attend at least two (2) mandatory one-on-one meetings with the ASP (Academic Success Program) department during the subsequent seven-week session.

Any first-year student (full or part-time) who attains lower than a cumulative 2.30 GPA after the second seven-week session is required to meet the following academic probation requirements:

- Attend two (2) mandatory one-on-one appointments with the ASP department during each seven-week spring session.
- Enroll in Law 182-A-Legal Methods.

Full compliance, or lack thereof, with the academic probation requirements will be considered for readmission petition purposes.

Cumulative Grade Point Average Requirement, LL.M. Students (Fall 2016 entering class)
After the first semester, students with less than a 2.30 GPA will be placed on academic probation. Further after 12 credit hours attempted, any student with less than a 2.15 GPA will be dropped from the program. A student who has been dropped from the program may petition for readmission if her GPA is above 2.0. After 24 credit hours, the cumulative GPA must be 2.30 in order to receive a degree.

* * * * *

Consequences of Probation
While on probation, a student cannot participate in any way (including try-outs, entry competitions, etc.) in any co-curricular program, hold office in any student organization recognized by the University or the Law School, serve as student representative at faculty meetings or on faculty committees, or work at the School or University through work-study without the prior written approval of the Associate Dean.

Petitions and Readmission

Any student who seeks relief from any Law School academic regulation must, unless otherwise noted, file a petition with the Petitions and Readmissions Committee. The Petitions and Readmissions Committee consists of four members (three faculty members and one student). A quorum of the Committee shall consist of three members. Any time the student representative is absent from a Committee meeting at which a petition is to be considered, the petitioner shall be given the option to postpone the consideration of his or her petition until the next meeting of the Committee.

Petitioners may not seek an independent interview with members of the Committee on matters associated with a pending petition but may seek advice and counsel from the Office of the Associate Dean concerning the procedures for filing a petition.

Procedures

All petitions shall be addressed to the Committee but shall be submitted to the Law Registrar, with a copy to the Office of the Associate Dean.

All circumstances–personal and private–relevant to the petitioner's request must be included in the petition. Corroborating documents are not to be submitted to the Committee unless requested. All information provided to the Committee is kept confidential.

Petitioners do not have an automatic right to a personal appearance before the Committee, but may request it in the petition submitted. Appearance before the Committee may be granted by the Committee in its discretion.

Petitions for Readmission and Rehearing

A student who is dismissed from the Law School for academic reasons may petition for readmission. No petition for readmission will be entertained if a student's GPA is 0.30 below the pertinent retention standards. The petition for readmission shall include a statement of **extraordinary and compelling circumstances** that caused the petitioner's failure to meet the academic standards of the Law School while enrolled, which circumstances are not likely to impede performance in the future.

A petitioner for readmission whose petition has been denied may request a rehearing if there **are extraordinary and compelling circumstances that were not known to the petitioner at the time the original petition for readmission was submitted**.

The Committee has final authority regarding petitions for readmission and petitions for rehearing, and its decisions are not subject to full faculty review.

All Other Petitions

The Committee shall have advisory jurisdiction to the Associate Dean over all petitions for relief from faculty rules other than those over which it has final authority. The petition shall include a statement of **extraordinary and compelling circumstances** for which the relief is being requested.

The Committee has no jurisdiction over grade disputes between a student and a faculty member. See Grade Disputes in this Bulletin, p. 28.

Grade Normalization Ranges

The Normalization Policy sorts courses into categories. In each category, a range for the "mean" grade (arithmetic average grade) is provided together with upper and lower limits of percentages of grades within the "B range" (which includes B+, B, and B-). Some

courses are, because of their special pedagogical needs, exempted from the "normalization" system.

Exempt Courses

1L Legal Research	Clinic
Family Law Practicum (Law-485-P)	
1L Foundations	Current Representation
Seminars	Externships
Honors Sections	Independent Reading and Research

Normalization of First-Year Courses (Class of 2017 and Class of 2018)

For all first-year courses, except exempt courses, the highest and lowest means of the multiple sections of such courses shall not differ by more than .25.

Normalization of First-Year Courses (Class of 2019 & beyond)

For all first-year courses, except exempt courses, Legal Communications and Legal Writing I, the mean grade shall fall between 2.70 and 3.20, and the B range shall constitute from 30% to 70% of all grades. For Legal Methods, the mean grade shall not exceed 3.80, and the B range shall constitute from 20% to 75% of all grades, unless the course (or section) has more than 40 students enrolled in which case the mean shall not exceed 3.75, and the B range shall constitute from 25% to 75%.

Normalization of Certain Required Second-Year Courses (beginning Fall 2015)

For the courses in Constitutional Law I and II, Evidence, and Business Associations, the mean grade shall fall between 2.80 and 3.30, and the B range shall constitute from 25% to 75% of all grades. For Advanced Legal Analysis, the mean grade shall not exceed 3.80, and the B range shall constitute from 20% to 75% of all grades, unless the course (or section) has more than 40 students enrolled in which case the mean shall not exceed 3.75, and the B range shall constitute from 25% to 75%.

Normalization of All Other Courses (beginning Fall 2015)

For all other courses with 40 or fewer students enrolled, Legal Communications, and Legal Writing I, the mean grade shall fall between 3.00 and 3.80, and the B range shall constitute from 20% to 75% of all grades, unless [except for Legal Writing] the course (or section) has more than 40 students enrolled in which case the mean range shall be tightened to 3.25 to 3.75, and the B range shall constitute from 25% to 75%.

Multiple Section Normalization

For all non-honors sections of required courses taught more than once during the same semester, the highest and lowest means of such courses shall not differ by more than .25. "Required" in this context does not include courses that appear on a menu of courses which satisfy a requirement, such as the 2L writing requirement. Second-year writing courses with multiple sections, Law 235 to Law 245, taught in the same semester must comply with the .25 policy within their own course.

Scope of Application

In calculating the mean and B-range for each individual class, the following rules shall be observed:

(1) a student's grade shall be excluded from the calculation if the student is an LL.M. candidate, a graduate student, or anything other than a matriculated J.D. candidate;

(2) a student's grade shall be excluded from the calculation if the grade is a W, an I or an IP; and

(3) the calculation shall be made to the "final" grades after points for attendance, participation, or other matter have been included.

Relief from Normalization

A faculty member teaching a course may petition the Academic Dean for relief from normalization requirements for that course during or at the end of the period in which the course is taught. The Academic Dean has discretion to approve such a petition and thereby grant a deviation, downward or upward, from normalization requirements in exceptional circumstances, including, but not limited to, the following:

a. An unusually high number of students in the course have failed or will fail to achieve proficiency in the subject matter of the course.
b. An unusually high number of students have demonstrated a high level of proficiency in the subject matter of the course.
c. An unusually high number of honor students are enrolled in a course and the enrollment is low.

Graduation Information

Application for Degree

A student who will receive a law degree at the end of a fall semester must make formal application for the degree through the online graduate application in his/her DataVU account no later than the preceding April 15th. A student who is to receive the degree at the end of a spring semester or a summer session must make formal application for the degree through DataVU no later than the preceding October 15th.

If for any reason a student does not meet the requirements for graduation after filing the application, the student must file another formal application by the beginning of the session in which the student now expects to receive the degree.

Commencement

A candidate for graduation at the end of the spring semester is required to be present at Commencement in order to receive his or her diploma. A May candidate who is not able to attend Commencement must make his or her excuse known in writing to the Director of Student Relations, Associate Dean, and the Law Registrar. Degrees are not conferred in absentia except by special permission from the Associate Dean.

The annual Spring Commencement will normally take place the third Saturday in May. Commencement events for graduates are planned by the Student Bar Association's 3L Steering Committee, which is assisted by administrative staff.

December law graduates are included in a Commencement program for all University graduates in mid-December. Since the fall semester grades may not be available until after the commencement program, the conferral of degrees is conditioned upon successful completion of all requirements prior to actually receiving the diploma. December graduates have the option of participating in either the December or the following May Commencement programs. December graduates should notify the Director of Student Relations and the Law Registrar if they cannot attend the December or May commencement ceremonies.

Graduation Rate

Of the full-time students in the 1L class entering the fall of 2013 (Class of 2016), six (6) students were dropped for academic reasons.

Bar Exam Standards

Each state has its own bar registration and admission rules. Those who intend to practice law are encouraged to become acquainted with the rules in any state in which they plan to practice, especially those rules relating to registration deadlines and specific courses or course credit hours that might be required during law school. Generally, registration for the bar exam is required during the student's third-year of law school. However, a few states offer financial discounts to students registering for the bar exam in their first year. Please check your state's board of bar examiners website for details.

Information on bar admissions requirements may be obtained from the agency responsible for bar admission in each state. You should also review the particular state's information on the National Conference of Bar Examiners' web site at www.ncbex.org. Please refer to the publication, "Comprehensive Guide to Bar Admission Requirements."

Most jurisdictions have standards for character and fitness to practice requiring full disclosure of past indiscretions by candidates applying for admission to the bar. Law school applicants should consult with the appropriate bar official to determine if certain past conduct will preclude admission to the bar upon graduation. Additionally, **because your law school application provides information relevant to certifying you for state bars, you should fully disclose on the application any information which may in any way reflect on your character and fitness to practice law. It is also imperative, while enrolled in law school, to report any new information to the Assistant Dean for Students of the law school that may reflect on your character and fitness to practice law.**

If you have questions concerning the bar exam or the bar application in your state, please contact the Director of Academic Success for assistance.

Student Consumer Information

Information required to be maintained by the School pursuant to federal regulation is gathered and maintained by the Registrar or Financial Aid Office. This information includes: 1) all financial aid programs administered by the institution including federal, state, and institutional programs; 2) procedures and forms to be completed, and criteria for selection and for determination of the amount of the award; 3) rights and responsibilities of students under the federal programs including criteria for eligibility, determination of "good standing," "satisfactory progress," and how to re-establish "good standing," means of making payments and frequency of payments, terms of loans and sample repayment schedules, and general terms and conditions of work, if applicable; 4) cost of attending, including tuition, fees, books, supplies, estimated costs of typical room and board charges, transportation for students living on-campus, off-campus, or at home, and any additional costs of specific programs in which the student indicates an interest; 5) the refund policy; 6) the academic program, including current degree programs, the instructional laboratory, physical facilities, and faculty; 7) retention data; 8) number and percentage of students completing the program in which the student is interested (if available); 9) the title of the person designated to assist students in obtaining this information and how and where such person may be contacted.

Class of 2015 Curricular Offerings

(EXPIRES UPON GRADUATION OF LAST PART-TIME STUDENT ENTERING IN FALL 2012)

Following the completion of the required first-year curriculum, students are given the opportunity to explore various avenues of study at the Law School. During the second year, along with a number of required courses, students begin to select electives. By the third year, almost all required courses will be completed and students select courses that either raise their general skills competency or focus on areas of special interest.

Required Courses: Second-Year Studies

203 Business Associations	Cr. 3	
205 Administrative Law	Cr. 2	
210 Evidence	Cr. 3	
220 Legal Profession	Cr. 2	
239 Trusts and Estates	Cr. 3	
250 Constitutional Law II	Cr. 3	
230 Writing requirement	Cr. 2	(Two 1-credit, seven-week courses)
315S3 and 315S4 Professionalism	Cr. 0	Both Semesters

Skills Requirement Take five (5) credits from courses listed below:

232 International/Foreign Research	Cr. 1	503 Health & Med. Res. for Lawyers	Cr. 1
235 Drafting courses	Cr. 2	506 Negotiation	Cr. 1
241 Adv. App. Advocacy – Civil	Cr. 2	507 Mediation	Cr. 1
242 Adv. App. Advocacy–Criminal	Cr. 2	510 Criminal Forensics	Cr. 3
243 Advanced Legal Research	Cr. 3	532 Real Estate Trans. & Finance	Cr. 6
244 Adv. App. Advocacy-General	Cr. 2	652 Trial Practice I	Cr. 3
245 Pretrial Skills	Cr. 3	653 Trial Practice II	Cr. 2
246 Advanced Legal Analysis	Cr. 2	661 Current Representation	Cr. 1-3
400 Law Practice Management	Cr. 2	675 Teaching Assistant	Cr.1-2
409 Labor Arbitration	Cr. 2	680 Competitions	Cr. 1
412 Alternative Dispute Resolution	Cr. 3	690 Moot Court Society	Cr. 1
432 Federal Tax Research	Cr. 1	725-883 Externships	Cr. 1-6
477 Technology in Law	Cr. 3		

Required Courses: Second- and Third-Year Studies

Graduation Requirements: Second or Third Year - Take nine (9) credits from courses listed below:

253 Con Law III: Separation of Powers	Cr. 2		
402 UCC: Sales/Commercial Paper	Cr. 3 **OR**	408 UCC: Secured Transactions	Cr. 3
420 Bankruptcy	Cr. 4		
421 Federal Income Tax: Individual	Cr. 4		
467 Criminal Procedure: Investigation	Cr. 3 **OR**	468 Criminal Procedure: Adjudication	Cr. 3
485 Family Law	Cr. 2		

Required Courses: Third-Year Studies

3L Writing Requirement	Cr. 2	(Satisfied by Law-300/301, Law-676/677, Law-313, or Law-312 3L IRR)
315S5 and 315S6 Professionalism	Cr. 0	Both Semesters

Pro Bono Requirement

310 Pro Bono Requirement	Cr. 0

PMBR Requirement

The PMBR is a focused review of the seven MBE topics in preparation for your bar review courses. The program is mandatory for any graduating 3L student who is planning on taking a bar exam. The program is seven days, Monday-Sunday, usually the week after commencement. Students not completing the requirement are eligible for graduation, but will not be certified by the Dean of the Law School to sit for a bar exam.

Class of 2016 and Beyond Curricular Offerings

Following the completion of the required first-year curriculum, students are required to take courses in second and third year as listed below. However, by the third year, almost all required courses will be completed and students select courses that either raise their general skills competency or focus on areas of special interest.

In addition to the designated required courses, **students must also complete two (2) required Comprehensive Student Diagnostic exams, one after first year and one after second year.**

Required Courses: Second-Year Studies

203 Business Associations	Cr. 3	
210 Evidence	Cr. 3	
220 Legal Profession	Cr. 2	
239 Trusts and Estates	Cr. 3	
250/251 Constitutional I & II	Cr. 4	
230 Legal Writing II	Cr. 2	(Two 1-credit seven-week courses)
231 Legal Research III	Cr. 1	
246 Adv. Legal Analysis	Cr. 2	(Fall semester) (restricted)*
315S3 and 315S4 Professionalism	Cr. 0	(Both Semesters)

Experiential Learning Requirement Take six (6) credits from courses listed below:

235 Drafting courses	Cr. 2	506 Negotiation	Cr. 1
241 Adv. App. Advocacy – Civil	Cr. 2	507 Mediation	Cr. 1
242 Adv. App. Advocacy–Criminal	Cr. 2	510 Criminal Forensics	Cr. 3
243 Advanced Legal Research	Cr. 3	532 Real Estate Trans. & Finance	Cr. 6
244 Adv. App. Advocacy-General	Cr. 2	652 Trial Practice I	Cr. 3
245 Pretrial Skills	Cr. 3	653 Trial Practice II	Cr. 2
661 Current Representation	Cr. 1-3		
400 Law Practice Management	Cr. 2	675 Teaching Assistant	Cr.1-2
409 Labor Arbitration	Cr. 2	680 Competitions	Cr. 1
412 Alternative Dispute Resolution	Cr. 3	690 Moot Court Society	Cr. 1
432 Federal Tax Research	Cr. 1	725-883 Externships	Cr. 1-6
477 Technology in Law	Cr. 3	662 All Clinics	
482 Advanced Discovery	Cr. 2		

Graduation Requirements: Second or Third Year - Take nine (9) credits from courses listed below:

205 Administrative Law	Cr. 2 or 3 (at discretion of professor)
253 Con Law III: Separation of Powers	Cr. 2
402 UCC: Sales	Cr. 2
405 Indiana Constitutional Law	Cr. 2
407 UCC: Payment & Credit Systems	Cr. 2
408 UCC: Secured Transactions	Cr. 3
411 Debtor's Protection and Creditors' Rights	Cr. 2 or 3*
421 Federal Income Tax: Individual	Cr. 4
466 Conflicts of Law	Cr. 2
471 Remedies	Cr. 3
473 Criminal Procedure	Cr. 4^
485 Family Law	Cr. 2

[*For academic year 2016-2017, this course will be 3 credits and will fulfill the menu requirements for both 2Ls (Debtor-Creditor Law) & 3Ls (Bankruptcy). You will NOT get credit for taking both this course and Bankruptcy).]

[^This course combines and replaces Law 467 and Law 468. Students who have taken either Law 467 or Law 468 may not take this course.]

Required Courses: Third-Year Studies

3L Writing Requirement	Cr. 2	(Satisfied by Law-300/301, Law-676/677, Law-313, Law-312 3L IRR, Immigration Law Practicum, Complex Appellate Clinic or any clinic or externship in which you have a full-time faculty member supervising, evaluating, and providing feedback for 25 pages of legal writing)
315S5 and 315S6 Professionalism	Cr. 0	Both Semesters
324 and 325 (BESS I & II) Bar Exam Substance & Strategies	Cr. 3*	Both Semesters

[*The top 25% of class can petition for a course waiver.]

Pro Bono Requirement

310 Pro Bono Requirement Cr. 0
(Class of 2016: 40 hours)
(Fall 2014 entering class & beyond: 60 hours)

PMBR Requirement

The PMBR is a focused review of the seven MBE topics in preparation for your bar review courses. The program is mandatory for any graduating 3L student who is planning on taking a bar exam. The program is seven days, Monday-Sunday, usually the week after commencement. Students not completing the requirement are eligible for graduation, but will not be certified by the Dean of the Law School to sit for a bar exam.

Course Availability

Valparaiso University Law School makes every effort to ensure that upper-level law students have an opportunity to enroll in a number of courses of special interest. The following is a breakdown of the availability of various courses within the curriculum. Specific course availability is dependent on both student and faculty interest.

The following courses are offered both Fall and Spring semester each year:

203 Business Associations (required course)
220 Legal Profession (required course)
239 Trusts and Estates (required course beginning Class 2015)
245 Pretrial Skills
300 Seminar
301 Seminar
310 Pro Bono Externship (required course)
315S Professional Education (required course)
421 Federal Income Tax: Individuals
490 Independent Reading & Research
492 Law & Psychology Integrative Project (Dual JD/Psych only)
652 Trial Practice I
661 Current Representation
662 Clinical Program
400 Law Practice Management
676 Law Review
680 Co-Curricular Competitions
690 Moot Court Society
700 Intro to American Law & Legal System (LLM required)
701 LL.M. Legal Writing (required)
725-850 Externships

The following courses are available either Fall or Spring semester each year:

205/441 Administrative Law (required)
482 Advanced Discovery
246 Advanced Legal Analysis MPT
243 Advanced Legal Research
412 Alternative Dispute Resolution
427 Animal Law
431 Art Law
420 Bankruptcy
530 Business Planning
406 Children and the Law
442 Civil Rights Legislation & Litigation
270 Comparative Law: Focus on Europe
250 Constitutional Law I (required course)

251 Constitutional Law II (required course)
404 Corporate Finance
510 Criminal Forensics
487 Elder Law
446 Employment Law
448 Environmental Law & Policy
531 Estate Planning
210 Evidence (required course)
485 Family Law
485P Family Law Practicum
513 Federal Estate & Gift Tax
432 Federal Tax Research
520 Federal Tax Procedure a/k/a Tax Controversy & Litigation
477 Food Law
480 Immigration Law
505 Income Tax: Corporations and Partnerships
405 Indiana Con. Law
437 Intellectual Property
680 IMCL International Moot Court Lab
453 Israel/Palestine International Humanitarian Law
277 Public International Law: Intro
278 International Law: Use of Force
279 Intl. Law: Human Rights
295 Jurisprudence
409 Labor Arbitration
445 Labor Law
280 Law and Economics
235 Legal Drafting
414 Medical Malpractice Law
430 Medicine, Law & Ethics
504 Mergers and Acquisitions
435 Natural Resources
403 National Security Law
506/507 Negotiation/Mediation
416 Non-Profit Organizations
471 Remedies
424 Social Security Disability
418 Sports Law
477 Technology in Law
465 Trademarks, Unfair Competition, and Business Torts
653 Trial Practice II
402 UCC: Sales/Commercial Paper
408 UCC: Secured Transactions

The following courses are normally offered <u>either</u> Fall or Spring semester in <u>alternate years</u>:

313 Law, Politics, and the Common Good
410 Intl. Business Transactions
434 Land Use
481 Local Government Law
423 Municipal Finance Law
444 Workers' Compensation Law

Course Descriptions

The following courses are approved by the faculty of the Law School and by the University. Not all courses are offered every year and additional courses may have been added since this bulletin was printed. A description of the courses not listed in this bulletin or whose descriptions and/or requirements have changed is published by the Law School prior to registration for the semester in question and may be obtained from the Law Registrar.

Low Enrollment Courses:
Except in the exercise of administrative discretion for the purpose of initiating new courses, if an existing course (except clinics or similar offerings) has enrolled (after registration) fifteen or fewer students at least two of the last three times it was offered in a normal semester (i.e., excluding summer school), it will be offered 1) at a maximum once every two years; or 2) as a seminar; or 3) as a mini-course (1 or 1.5 credits). If an existing course has enrolled 10 or fewer students, it may be cancelled.

Courses:

100. Contracts I. Cr. 2.5, and 101. Contracts II. Cr. 2.5
The general scope and purpose of the legal protection accorded contracts; mutual assent and consideration; specific performance; the Statute of Fraud. Economic and psychological aspects of the subject are considered along with the legal history, comparative law and modern statutory developments. Primary emphasis is placed on the contract in litigation, but problems of negotiation, draftsmanship, and legal planning are considered throughout. This course is a prerequisite to Law 203 Business Associations.

110. Criminal Law I. Cr. 2, and 111. Criminal Law II. Cr. 2
A survey course in the substantive criminal law. Coverage may include: the basic elements of criminal liability--*actus reus*, *mens rea*, concurrence, causation and result; the elements of major crimes--homicide, assault & battery, rape, robbery, theft, burglary, arson, etc.; attempt, conspiracy, and solicitation; defenses of justification and excuse; insanity and intoxication; contrasting the traditional American approach with the theories of the Model Penal Code; the aims of punishment.

120. Civil Procedure I. Cr. 2.5, and 121. Civil Procedure II. Cr. 2.5
Jurisdiction (subject matter and territorial), venue, law applied in federal courts, pleading, discovery, pre-trial conference, adjudication without trial, trials (allocation of burden of proof, judicial control of jury, post-trial motions), right to jury trial, impact of former adjudication.

130. Legal Writing I. Cr. 2
This required course focuses on communicating legal analysis through the process of drafting both objective and persuasive documents. Students will write two objective office memos with a rewrite and a persuasive trial brief in support of or in opposition to a pre-trial motion. Students will then argue their motions in front of a judge. To expose students to the growing use of alternative dispute resolution, the semester ends with a confidential mediation statement assignment.

131. Legal Research I. Cr. 1
This course is designed to give students an understanding of basic legal research sources and how to find and use them. It focuses on the research skills necessary to be successful in clerking jobs and in law practice. Topics include the American Legal System, sources of law and types of authority, specifically secondary sources and case law including authority verification. Students will develop research skills through hands-on group assignments as well as individual written assignments using the sources and tools.

135. Foundations. Cr. 2
Students will learn the reasoning skills that are the building blocks of legal analysis, such as inductive, deductive, analogous, and rule-based reasoning. Those skills will be reinforced with in-class exercises and discussion and numerous short, written assignments, such as case briefs, critiques, short memos, essays, and sample problems.

145. Legal Communications. Cr. 1
This course provides an introduction to the essential skill sets for being a lawyer, including instruction in client interviewing and counseling, negotiating, fact investigation, and professional communication. Students will engage in simulation-based practice for each skill set and receive constructive evaluation.

160. Property I. Cr. 2.5, and 161. Property II. Cr. 2.5
This course provides the common law foundation for understanding real and personal property issues. Personal property topics include creation of possessory interests and acquisition of ownership. Real property topics include adverse possession, estates in land and future interests, co-ownership, landlord- tenant rights and duties, real estate transactions, servitudes, and zoning.

170. Torts I. Cr. 2, and 171. Torts II. Cr. 2
Civil liability for damage to persons and property resulting from intentional or negligent conduct; limitations of liability; strict liability for abnormally dangerous activities; strict liability for the manufacture and sale of products; limitations of liability for strict liability; the impact of legislation on common law concepts.

181. Legal Research II. Cr. 1 (spring)
This is a continuation of Legal Research I, covering statutes, regulations, and computer assisted legal research. Students will develop research skills in these areas through hands-on and written assignments.

182. Legal Methods. Cr. 1 (spring)
MANDATORY for all 1Ls that are on probation or in the bottom quartile of the class at the end of their first semester. This is a skills-based course designed to help students improve their study and test-taking skills and strategies. The course will focus on reasoning and writing skills and study and exam-taking strategies. Students who successfully complete the course will improve critical reading skills and prepare more thorough case briefs; they will be able to better plan and manage their time, take better notes, and study more effectively; and they will be able to create effective course outlines, and better plan and write well-reasoned exam answers.

191. Introduction to Experiential Learning. Cr. 1
This course is designed to link legal doctrine to the real-world practice of law. The student will be provided with a glimpse into diverse legal practices through a series of lectures and workshops. Thereafter, the instructor will present live simulation exercises to allow the student to explore and reflect upon various issues that arise during formation of the attorney-client relationship, including the resulting analytical, ethical and professional challenges. The course culminates with the student's engagement in a service-learning project that will afford the student with exposure to a live-client experience.

203. Business Associations. Cr. 3. *The use of student laptops and electronic devices is prohibited in all sections of this course.*
This course is a study of the principal forms of business associations with an emphasis on the internal governance of corporations. The course begins with an examination of the law governing agencies, partnerships, and limited liability companies. Corporate studies begin with a consideration of the formation and attributes of corporations. Topics relating to closely held corporations and the control and management of publicly held corporations are included. A portion of the course concentrates on shareholder litigation and the duties of officers, directors, and others. Selected federal securities law issues may be discussed if time permits. Prerequisite: Law 100 Contracts. This course is a prerequisite to Law 504 Mergers and Acquisitions and to Law 530 Business Planning.

205. Administrative Law. Cr. 3 (between 2 & 3 credits at discretion of professor (formerly Law-441)
Doctrines governing agency actions, including constitutional, statutory, judicial, and self-imposed limitations. Particular attention is paid to the Administrative Procedure Act and other provisions of federal law regulation, rule-making and adjudication, as well as decisions affecting such matters as openness to public examination, conflict of interest avoidance, and pressures from outside groups.

210. Evidence. Cr. 3 *The use of student laptops and electronic devices is prohibited in all sections of this course.*
The course is a study of the federal rules of evidence. An assigned textbook supplies the background to prepare for class discussion of the rationale supporting the evidence rules. Class discussion includes application of evidence rules in context. Pre- or corequisite to: Prosecutor's Office Externship.

220. The Legal Profession. Cr. 2
The law of the lawyer as part of the system of justice and the lawyer's unique professional responsibilities and the ethical dilemmas; including examination of the Code of Professional Responsibility and the A.B.A. Model Rules of Professional Conduct; and including also study of a variety of specific topics and questions, among which are: the lawyer's independent professional standing; the lawyer's roles as advocate negotiator, and counselor; the duty of candor to the tribunal; courtroom etiquette; contempt; conflicts of interest; malpractice; lawyer advertising; the lawyer in government, in the corporation, in public interest practice; lawyer's fees; the clients' right to counsel and to counsel's competent performance of the professional role; the adversary system. Pre- or corequisite to: 662 Clinic Internship, 725-850 Externships and Indiana 2.1 Certification.

230. Legal Writing II. 1 Cr. (Second-year Legal Writing requirement courses. Students are required to register for **two (2)** seven-week classes in order to fulfill the requirement**)**

- **Legal Writing II: Appellate Advocacy**
  Students will hone their legal analysis and persuasive writing skills through the writing of an appellate brief. Students will also learn oral advocacy techniques and present an oral argument on their appellate brief.
- **Legal Writing II: Introduction to Drafting**
  This course will focus on introductory writing skills for transactional law practice. Students will learn a general process for legal drafting applicable to issues common to drafting all documents. The process will be applied to drafting several documents, including legislation and contracts. The appropriate use of forms will also be covered.
- **Legal Writing II: Moot Court**
  This course is restricted to new members of the Moot Court Society. The course will focus on researching and writing the appellate brief for the Luther M. Swygert Memorial Intra-School Moot Court Competition held in early November. Under the Competition's rules, the brief will include two issues arising under the first Amendment to the United States Constitution. General areas of effective appellate advocacy will also be covered in the class.
- **Legal Writing II: Law Review**
  Open only to Law Review notewriters, this course will introduce students to successful academic writing, culminating in drafting of portions of the notes. Skills introduced will include thesis selection, specialized research skills, outlining an

academic project, and basic drafting and editing skills necessary for a successful piece of academic writing.

- **Legal Writing II: International Moot Court (IMC)**
  This course offers an opportunity to develop written advocacy skills in the context of international law memorial writing. This course is required for all International Moot Court Society students. Enrollment is limited.
- **Legal Writing II: Legal Journalism**
  This course will expose students to the rapidly developing field of legal blogging, commentary writing, and providing analysis to media outlets. Participants in the course do not study legal journalism as an academic subject, but get practical training in some of the skills required to contribute to the field. Students will acquire the skills required to prepare accurate and accessible legal information and analysis for general interest and legal trade media. Students will learn how to read and analyze cases, legislation, articles and other resources to produce journalistic pieces. Students will be taught how to design and craft letters to the editor, editorial query letters, blog entries, op-eds and commentary on legal stories, cases and legislation. Additionally, students will be trained to prepare notes ("talking points" and "sound bites") for media analysis/interviews.

231. Legal Research III. Cr. 1
This is a continuation of Legal Research I and II covering legislative history, legal research on the Internet, practice material, and non-legal materials. The final portion of the course will consist of a review of the legal research sources and strategies covered in both semesters. Students will develop research skills in these areas through hands-on and written assignments.

235. Legal Drafting. (All 235 lettered courses are worth 2 Cr.)
This course teaches a method for drafting various documents, as well as identifying and solving problems through the drafting process. Students will learn how to prepare a variety of legal documents, including legislation, a will, and documents used in a specific area of the law, such as labor law or real estate. Other topics will include the appropriate use of forms, preparing documents that effectuate clients' intentions, and avoiding potential legal disputes. Enrollment is limited.

- **A. Real Estate.**
  Students will learn a drafting process and format to assist them in real estate transactions.
- **B. Business Law.**
  A practical approach to learning the foundations of drafting contracts and agreements related to business. Students will learn a drafting process and format which will assist them in compiling agreements and analyzing the needs of their business clients. Drafting assignments include an asset sale agreement, a will and an operating agreement for a limited liability company. The proper and effective use of forms is also addressed.
- **C. Local Government.**
  Students will learn how to prepare a number of legal documents used in local government.
- **D. Employment Law.**
  Students will draft a wide range of documents pertaining to Employment Law.
- **E. Federal Civil Motions.**
  Students will draft a variety of documents commonly filed in federal civil proceedings. The motions drafted will include a motion to dismiss, a motion for summary judgment, and motions in limine, among others.
- **F. Criminal Pleadings.**
  This course will provide the student with skills in legal drafting and analysis by focusing on the elements of the drafting process. Students will prepare a variety of legal documents and forms that will be useful in future practice. The sample documents and forms that will be prepared will be in the area of criminal law.
- **G. Intellectual Property and Entertainment Law.**
  This course is designed to expose the student to a variety of issues that lawyers encounter in negotiating and drafting agreements in the area of intellectual property and entertainment law, as well as the particular challenges encountered in counseling clients in these areas.
- **H. Estate Planning.**
  Students will learn a drafting process and format to assist them in preparing estate planning documents. The proper and effective use of forms will also be addressed.
- **J. Juvenile/Child.**
  Students will draft documents pertinent to the resolution of issues with juveniles and children.
- **K. Litigation.**
  Students will draft litigation documents such as complaints, answers, affirmative defenses, pretrial and trial motions and briefs.
- **L. Criminal Litigation.**
  Students will draft documents pertinent to the resolution of issues in criminal cases. Documents may include pre-trial motions, plea agreements, sentencing memorandums, trail papers, and/or post-trial motions.

239. Trusts and Estates. Cr. 3
A study of the essential tools of lifetime and testamentary planning of estates: 1) interstate succession; 2) wills and testaments; 3) uses and trusts, express, resulting and constructive; 4) future interests in real property; 5) perpetuities and restraints on alienation; 6) powers of appointment; and 7) gifts, charitable and causa mortis. Prerequisite to Law 531 Estate Planning and Law-513 Federal Estate and Gift Tax.

243. Advanced Legal Research. Cr. 3
This course will emphasize how to most efficiently and effectively find information needed by the practicing lawyer. Research planning and strategy will be discussed throughout the semester as the major sources of legal information are examined, including print sources and electronic databases (Westlaw, Lexis, and Internet). Specialized sources used for particular areas of law, including health, education, and international law will also be covered, including sources for researching medical and social science information. A discussion of the past and future of legal research will provide a perspective and a view of what changes the practicing lawyer can expect. Enrollment is limited.

245. Pretrial Skills. Cr. 3
This course provides training in client interviewing and counseling, case preparation, and negotiation. Coursework includes a substantial writing component as well as lecture-demonstrations, role-playing, and participation in projects that give students experience and feedback for the lawyer's tasks. Prerequisite or corequisite to Law 662 Clinic. May be waived by Clinic instructors.

246. Advanced Legal Analysis. Cr. 2
For Academic Year 2016-2017 only: This course is required of all 2L students whose CGPA is in the bottom half of the class at the end of the 1L year and before transfers. It is not available to any other students.
This course focuses on improving written legal analysis without the necessity of learning new substantive law. To this end, students in Advanced Legal Analysis spend the entire semester working on closed universe writing assignments for which students must read fact patterns and legal authority in order to produce a memo, letter, brief, or other written work product. This course is designed to improve students' ability to read and analyze a problem, analyze and synthesize sources of law, apply the rules to the relevant facts, and communicate effectively in writing. This course will also help students identify and practice essential test-taking strategies and skills, specifically those skills needed for taking the Multistate Performance Test on the bar. (The MPT is a required part of the bar exam in many jurisdictions, including Indiana and Illinois.)

250. Constitutional Law I. Cr. 2, and 251 Constitutional Law II. Cr. 2.
The scope of judicial power and the protection of civil liberties, including the fourteenth amendment due process and equal protection limitations on the states and the takings clause.

Constitutional Law II covers the First Amendment of expression, association and the press and the religion classes – establishment and free exercise.

253. Constitutional Law III: Separation of Powers. Cr. 2
The course will address the power of the judiciary to resolve cases and controversies with a focus on standing, mootness, ripeness and the political question doctrine; the division of power between the executive and the legislature, including, presidential authority and administrative power; and the division of power between state and national governments, including the scope of Congressional power under the Commerce Clause, limits imposed by the Tenth Amendment, the Taxing and Spending power, congressional power under the reconstruction amendments and the limits of the Eleventh Amendment and federal limits on state authority, including preemption, the dormant commerce clause and the Privileges and Immunities clause.

265. American Legal History. Cr. 2
Topics include the rise of judicial power, the repudiation of revolutionary ideals, increasing rights to injure others, attempts to check judicial discretion (formalism, codification, election of judges), and the Legal Realist counterattack. The validity of Marxist critiques of our law is a recurring question.

270. Comparative Law: Focus on Europe. Cr. 3.
A historical, theoretical, and contemporary comparison of the Anglo-American legal tradition with that of continental Europe (the latter being the dominant tradition in the modern world). Roman, French, and German law receive special attention. The emerging law of a united Europe will also be discussed. In today's increasingly globalized world of legal analogy and argument, this course may be useful even to those students who do not plan to engage directly in transnational law.

271. Comparative Law: Focus on Latin America. Cr. 3
A historical, theoretical, and contemporary comparison of the Anglo-American legal tradition with that of Latin America. Pre-colonial, colonial, and post-colonial influences are examined, with special attention to current constitutions and civil codes. Nations discussed include Mexico, Chile, and Puerto Rico. Study will provide both transnational legal understanding and insight into the legal world out of which Hispanic immigrants to the U.S. are coming.

272. Law and Society. Cr. 2
This course examines the sometimes fraught relationship among law, legal institutions, and institutional players (lawyers, judges, juries, law enforcement officers) and the society they serve and shape. The course uses readings drawn from cases, scholarly articles and books, and popular culture, and is discussion-based.

273. Comparative Theological Jurisprudence. Cr. 2
This course will examine legal thought within the Abrahamic faiths of Christianity, Islam, and Judaism. We will do so by reading

primary sources (scriptural and theological) as well as recent secondary scholarship. The course will consider the historical development of Christian, Islamic, and Jewish conceptions of law, while also taking account of contemporary challenges confronting legal and political thinkers within these traditions. Particular attention will be given to the ways in which Christian, Jewish, and Muslim legal scholars have addressed human rights from within their respective faiths. The course will conclude by asking what role religious traditions can and ought to have in the development of modern legal thought and practice.

276-A1. International Human Rights: Latin America – Chile Program. Cr. 3

This course examines issues in international human rights law and policy and focuses on the law, history, and cultures of Chile and Argentina in relationship to these issues. It introduces students to human rights history and current issues in Latin America, focusing on Chile and Argentina. During lectures by distinguished professors, judges, and human rights advocates, students are introduced to comparative constitutionalism, the transition to democracy and reconciliation, rights of indigenous peoples, and the judicial systems of each country. In addition to classroom lectures, students will visit constitutional, supreme, and criminal courts; tour a prison and meet with prisoner rights advocates, prison officials, and inmates; meet with human rights organizations such as Foundacion de Vicaria de la Solidaridad, Las Madres de Plaza de Mayo, and Amnesty International; and visit government institutions such as the Chilean Congress. Scholars and practitioners will use site visits to facilitate conversations and anchor classroom learning in a historical and cultural context.

277. Public International Law: Introduction. Cr. 1 (seven-week course)

This course provides an introduction to public international law, covering the traditional topics of international law, including sources of law, the relation of international to national law, jurisdiction, problems of enforcement, international human rights law, use of force, peacekeeping and humanitarian intervention, and assumes no prior knowledge of or experience in public international law. In addition, the course will introduce students to the most important international organizations that promote and enforce international law, including the United Nations and related entities.

278. International Law: Use of Force. Cr. 3

A continuation of Law 277 Public International Law: Introduction, including discussion of territory authority, individuals and nationality, immigration, force and war, state responsibility and international claims, and immunities from jurisdiction.

279. International Law: Human Rights. Crs. 2 or 3

This course will provide an overview of the historical development and current framework of international human rights law and the mechanisms for its implementation and enforcement. The course will consider the general principles of international human rights law and the functioning of supervisory bodies created by treaty or intergovernmental organization in the international (United Nations) and regional contexts (the Inter-American, European, and African systems). It will explore the issues of state responsibility and state enforcement of human rights obligations, and it will examine the relationship between international and domestic human rights law in light of the applicable laws and jurisprudence of the U.S. and different countries. The course will analyze the scope of core rights protected by civil and political rights conventions, as well as economic, social and cultural rights conventions. It will also review international criminal law, considering the jurisdiction of international criminal tribunals, the role of national institutions in dealing with past human rights violations, as well as the principle of universal jurisdiction.

280. Law and Economics. Cr. 2 or 3

Principles of economic analysis in their legal context; the influence of economic principles of legislation and administrative and judicial decision; the role of property and contract laws in the economy; business organizations as a cause and effect of contracts and other market activities; private and public law regimes governing economic activity compared and contrasted; an evaluation of administrative law techniques - the deregulation controversy; a critique of methodology and policy prescriptions offered by law and economics analyses.

295. Jurisprudence: Theories of Legal Obligation. Cr. 2

An introduction to philosophy of law, traditionally required for all students as the capstone to their legal education. We focus especially on various answers to the question "Why should we obey the law?" The authority of legal rules and of their moral foundation is systematically questioned. Readings include H. L. A. Hart, Thomas Aquinas, Martin Luther, John Locke and C. S. Lewis.

300. Seminar. Cr. 2 or 3 (Year-long seminars)

This seminar spans both semesters of the third year (1.0 - 1.5 credit each semester). The specific topics available are determined on an annual basis depending on faculty interest and availability. The seminar descriptions are made available to students in the registration materials at the time of registration. Law-490 Independent Reading and Research may not be substituted in lieu of the third-year legal writing requirement. Check registration materials for prerequisites.

301. Seminar. Cr. 2

This seminar is completed in one semester. The specific topics are determined on an annual basis depending on faculty interest and availability. The seminar descriptions are made available to students in the registration packet at the time of registration. Past topics have included: Law and Religion, Health Process, Death Penalty, and European Federalism. See the Seminar Policy following this course description section. Law-490 Independent Reading and Research may not be substituted in lieu of the third-year legal writing requirement. Check registration materials for prerequisites.

310. Pro Bono. Cr. 0
S/U grade. Students who enrolled for the first time in the Fall of 2012 or the Fall of 2013 must complete a minimum of forty (40) hours of pro bono legal service. Students who enrolled for the first time in the Fall of 2014, or later, must complete a minimum of sixty (60) hours of pro bono legal service. The Pro Bono Program is administered by the Career Planning Center (see separate section on Pro Bono in Bulletin sections about Career Planning and Course of Study).

312. 3L Independent Study. Cr. 2
The 3L Independent Study is an immersive writing experience to fulfill the 3L writing requirement for graduation. It is letter graded only. A pass/fail (S/U) grade is not an option. A project is chosen by the student and proposed to and approved by a supervising faculty member. Projects which have been approved by a faculty member must then be submitted to the Office of the Associate Dean for final approval prior to registration. Both the writing and research are to be done independently. The project does not need to be a traditional scholarly paper, but it should be an in-depth writing experience that reflects both extensive research and original analysis. There will be an initial draft and a final version. The initial draft will be submitted to the supervising faculty member and will be subject to heavy commenting to aid the student in improving research and writing skills, the goal of the 3L writing requirement. The paper's length must be 25 to 35 pages, footnoted as appropriate.

313. Law, Politics, and the Common Good. Cr. 2
An examination of who makes, interprets, and executes the laws of our republic and the expansion and contraction of popular participation in the dimension of public life in this country that we describe as "politics." The course explores actual proposals of political candidates and political parties during the spring semester of even years. This course fulfills the 3L writing requirement.

315S1 – 315S6. Professional Education Requirement. Cr. 0
S/U graded. All students entering Valparaiso University Law School in the fall of 2012 and thereafter are subject to a professionalism education requirement similar to the continuing legal education requirements they will encounter in practice. The purpose of this requirement is to build upon classroom efforts to communicate the values and ideals of the legal profession to students during the formation of their professional identities.

324. Bar Exam Substance & Strategies I. Cr. 3 (Fall)
For Academic Year 2016-2017 only: This course (in conjunction with Law 325) is MANDATORY FOR all 3Ls, with the exception for those in the top 25% of the class, who may petition for an exemption.
This course is a combination of Law 323 MBE Strategies, Law 655 Advanced Legal Studies, and the Selected Topics (Property, Contracts & Fed. Civ. Pro.) courses. In this course, students will experience intensive bar preparation on both the substance of most of the MBE topics as well as essay writing experiences in topics that are heavily tested in both the MEE and state-specific essay questions.

325. Bar Exam Substance & Strategies II. Cr. 3 (Spring)
For Academic Year 2016-2017 only: This course (in conjunction with Law 324) is MANDATORY FOR all 3Ls, with the exception for those in the top 25% of the class, who may petition for an exemption. This course is a combination of Law 323 MBE Strategies, Law 655 Advanced Legal Studies, and the Selected Topics (Property, Contracts & Fed. Civ. Pro.) courses. In this course, students will experience intensive bar preparation on both the substance of most of the MBE topics as well as essay writing experiences in topics that are heavily tested in both the MEE and state-specific essay questions.

400. Law Practice Management. Cr. 2
The objective of the course is to provide law students with a guide to the issues that they will encounter if they start their own firm after law school. The course will focus on real world examples and applications with an end goal of producing a business plan for a small practice law firm located in Indiana.

402. UCC: Sales. Cr. 2
This course is devoted to the law of sales as governed by Article II of the Uniform Commercial Code.

403. National Security Law. Cr. 3
This course examines the structure and functioning of the government by focusing on the pervasive issue of national defense. It explores various aspects of the domestic legal process relating to national security and integrates experiences from other courses in this new setting. It offers students the opportunity to gain important insights about the significance of law outside the courtroom and about the interaction of law and politics.

404. Corporate Finance. Cr. 3
The objective of this course is to consider financial aspects of the modern corporation as those aspects are raised in various contexts as legal issues. The course integrates theoretical finance materials and juxtaposes these materials with case law and legislation in an effort both to provide a basis for evaluating judicial and legislative responses to issues of finance and to provide basic information about concepts and terminology likely to be encountered by the corporate lawyer. The course assumes the familiarity with corporate law provided by a basic business organizations course; it does not assume prior training in or familiarity with economics or business finance.

405. Indiana Constitutional Law. Cr. 2
A study of state constitutional law with a focus on the Indiana Constitution in the comparative context of the U.S. Constitution, and other state constitutions. Special attention will be given to the increasing importance of state bills of rights as providing guarantees of individual rights that are separate and additional to those provided by the U.S. Constitution; the distribution and separation of powers among the separate branches; public education and state institutions; finance and debt; and the processes for amending the state constitution.

406. Children and the Law. Cr. 2
This course will focus on the treatment of juveniles in the various contexts in which they come in contact with the court systems. Topics include Child in Need of Services proceedings; juvenile delinquency, adoption and paternity proceedings with an emphasis on available options for courts to meet the best interests of the child. The issue of child emancipation in a variety of legal contexts will also be explored as well as the rights of parents.

407. UCC: Payment & Credit Systems. Cr. 2
This course will cover Articles 3, 4, and selected portions of Articles 4A and 8 of the Uniform Commercial Code, as well as other statutes regulating the payment and credit systems. Topics covered include paper check and electronic payments, wire transfers, notes, credit enhancement, negotiability and securitization.

408. UCC: Secured Transactions. Cr. 3
An examination of security interests in personal property under Article Nine of the Uniform Commercial Code. Topics include the creation and perfection of security interests, the rights of secured creditors against other creditors (including the trustee in bankruptcy) and the enforcement of security interests.

409. Labor Arbitration. Cr. 2
An examination of the basics of labor contract enforcement through the method of arbitration. Determining arbitrability, standards for interpreting contract language, strikes, discipline and discharge, drug testing, pre-and post-contract grievances as well as U.S. Supreme Court cases affecting arbitration, are among the many subjects the students will explore. Each class session will include a review of a fact pattern taken from an actual labor contract with students asked to comment on the potential arbitration issues raised by same. In addition, students will participate in a mock arbitration hearing either as corporate or union counsel. Enrollment is limited. Instructor highly recommends: Law 445 Labor Law, Law 442 Civil Rights and Law 652 Trial Practice.

410. International Business Transactions. Cr. 3
As the world's economy becomes more and more interdependent, business transactions across national boundaries and the law regulating that business is growing and becoming more important. International Business Transactions explores the practical aspects of conducting international business transactions as well as the workings of international systems such as the General Agreement of Tariff and Trade. Areas which will be covered include unfair foreign competition; anti-dumping duties; subsidies and countervailing duties; regulating international investment; technology transfer; and regulating the multinational corporation.

LLM. Debtors' Protection and Creditors' Rights. Cr. 2 or *3
This course examines the legal positions of the creditor and debtor regarding secured and unsecured transactions and their legal and equitable remedies, with particular emphasis on the provisions of the 1978 Bankruptcy Code, as amended. Coverage includes: collection by execution; provisional remedies; proceedings in aid of execution; creditors' bills; exemptions; liability for tortious collection proceedings; fraudulent conveyances; creditors; receiverships; history and current operation of bankruptcy legislation in the United States; assets of the bankruptcy estate and the automatic stay; the avoiding powers of the trustee in bankruptcy; debtors' avoidance and redemption powers; administration, liquidation and distribution in bankruptcy; reorganization proceedings under Chapter 11 of the Bankruptcy Code; and debt rehabilitation under Chapter 13 of the Bankruptcy Code. [*For academic year 2016-2017, this course will be 3 credits and will fulfill the menu requirements for both 2Ls (Debtor-Creditor Law) & 3Ls (Bankruptcy). You will NOT get credit for taking both this course and Bankruptcy).

412. Alternative Dispute Resolution. Cr. 3
This course will examine the many processes available for resolving disputes and how they fit into the justice system. Students will critically examine each process in terms of its purposes, implementation, effectiveness, and appropriateness and gain experience in choosing or designing appropriate dispute resolution systems for clients. Students will participate in ADR simulations. Prerequisite to: Negotiation, Mediation, and ADR Seminars.

413. Agrarianism, Farming, and Sustainability. Cr. 2
This course will survey the issues surrounding sustainable farming. It will first examine Thomas Jefferson's agrarian ideal. Is the "agrarian myth" still dominant in American culture, or is there some other justification for the persistence of small farmsteads within the existing commercial landscape? Is there a connection between sustainable agriculture and environmental stewardship? Finally, what roles do farm policy, federal regulation, and food markets play in promoting or challenging the strategies of small farmers and their quest for sustainability?

414. Medical Malpractice Law. Cr. 2
The main areas to be covered include the duties of health care providers (origin, scope and limits), breach of duty (including *res ipsa loquitur*), proximate cause, damages, (including statutory limits), patient compensation funds, evidence, experts, settlements (including structured settlements), economics of malpractice litigation, and the Indiana Medical Malpractice Act.

416. Non-profit Organizations. Cr. 2 or 3
This course focuses upon the legal issues related to nonprofit organizations with an emphasis upon charitable organizations and the federal and state law governing such entities. Topics will include qualifications for non-profit tax-exempt status and the special duties and rights of non-profits.

418. Sports Law. Cr. 2
This course will survey the major legal issues involved in both amateur and professional sports in the United States. Under the heading of amateur sports the course will look at the powers of the NCAA, the rights created by athletic scholarships, and gender equity. Under the heading of professional sports the course will look at league decision-making power, antitrust exemptions, collective bargaining and salary arbitration. Finally, the course will examine the growing area of drug-testing issues.

421. Federal Income Taxation: Individuals. Cr. 4
A study of the basic structure and substantive content of the federal income tax system from the perspective of taxation of individuals. Emphasis is given to both technical and social policy considerations. Prerequisite to: Law 505, Law 520, Law 525, Law 513, and Law 530.

422. Education Law. Cr. 3
This course addresses the legal concepts inherent to schools and also the current policy issues driving the legal issues. The course will trace the legal framework for public education (including a brief introduction to school finance) at both the state and local level. Then the course will address three discrete legal relationships within that framework: church-state relations, school-teacher relations, and school-student relations. From those relationships, the course will examine tort liability, teacher employment, labor relations, race and education, and student discipline. Current policy issues that will likely be examined include school reform, school choice, and vouchers.

423. Municipal Finance Law. Cr. 2
This course provides an in-depth examination of various exactions utilized by localities such as property taxes, user fees, special assessments and debt (payments which are typically supported by a revenue stream from one of the foregoing). It also looks at newer and more exotic forms of local government financing including privatism and privatization; tax incremental financing (T.I.F.) and even gambling. What is the role of the law and lawyers in all this? Who pays? What issues of income redistribution and intergenerational equity are raised by local fiscal policy? These questions and others will be addressed in this course.

424. Social Security Disability Law. Cr. 2
As the American population ages, the number of Social Security Disability applications filed, and denied, rises. This course is intended to provide the student the fundamental tools necessary to understand the legal principles applicable to the Social Security Disability process. Course topics include the legal definition of disability established within the Social Security Act and regulations as well as the sequential evaluation process used by the Social Security Administration in determining eligibility for benefits. Students will become familiar with the appellate process available to those denied benefits including preparation and presentation of claims to administrative law judges. Particular emphasis will be placed upon preparation, development and presentation of evidence in support of a claim for benefits both at the administrative hearing level and before the federal courts. The course will include practical exercises intended to illustrate and supplement review of the applicable legal concepts underlying the Social Security Disability process.

426. Juvenile Justice Law. Cr. 3
Juvenile Justice Law will review, analyze and critique the procedural and substantive functions of the juvenile courts. The course will review how the state uses authority to intervene in the lives of young offenders. It will examine the historical shift in the rationale for a separate justice system from parens patriae to the control and sanction of youthful offenders. "Hot topics" in juvenile justice such as juvenile sex offenders, race, and the death penalty will be analyzed. This course seeks to discuss and analyze issues of juvenile justice in the broader context of youth policy and the rehabilitation and sanctioning of juvenile offenders.

427. Animal Law. Cr. 3
This course examines materials relevant to understanding the legal status of animals. It will cover a number of topics related to animal law, including various issues that arise under the laws of property, contracts, torts, trusts and estates. It will also incorporate criminal and constitutional law issues and will consider the evolution of the law's understanding and treatment of animals by examining selected federal and state legislation.

428. Introduction to Qualified Retirement Plans. Cr. 2
This course will survey provisions of ERISA and the Internal Revenue Code concerning the qualification of employee pension and profit sharing plans. By providing an overview of the framework of rules governing such plans, students will learn the basic tax, legal, business and other issues that specifically affect retirement plans and participants' rights under such plans.

430. Medicine Law & Ethics. Cr. 2
The course will explore traditional boundaries crossed by the students of law, medicine and ethics, with exposure to core materials not only from legal and scientific disciplines, but also from philosophy and ethics. The following topics will be covered: the potential of genetics to produce vast benefits as well as harms and inequities to human beings; private control of medical professionals and the strengths and weaknesses of individual and collective decision making of medical care; the law's view of the human body (exploring property rights, transplantation of body parts, and the use of human subjects in medical research); the legal and ethical issues surrounding death and dying; and issues raised by reproductive technologies including pre-implantation genetic diagnoses, in vitro fertilization, and advances in genomics.

431. Art Law. Cr. 2 or 3
This course will examine the intersection of art and the law, both historically and in contemporary society. The material is divided into three main topic areas: intellectual property law (copyright, trademark, moral rights, economic rights, and right of publicity issues), First Amendment law (protest art, censorship of obscenity and pornography, and private and indirect censorship), and transnational and international law (international movement of art in peacetime and wartime, and preservation of art and cultural property). Along the way, we will discuss the problems of working artists in dealing with these issues and in their relationships with clients, galleries, and museums.

432. Federal Tax Research. Cr. 1
The class will cover the wide variety of resources required for federal tax research. This will be done through both a lecture format and hands on problem solving. This course as with all legal research courses, is designed to present both the materials necessary for research and the process for using these materials. The objectives of this course are to give students who successfully complete the course a knowledge base which they will be able to draw upon to both understand and use the resources of federal tax research. The course will cover both print sources and to the extent they are available, online sources.

434. Land Use. Cr. 3.
An in-depth analysis of the control of land use and land development. Public planning methodology and goals on the national, state, and local levels will be explored, together with private land use controls. The policies, procedures, and terminology of zoning will be discussed, in addition to the regulation of subdivisions and other means of growth control.

435. Natural Resources: The Law of Water and Energy. Crs. 2 or 3
Examination of the property law and related public law concerning the use, development, conservation, and preservation of water and energy resources: the doctrines of private real property rights in water (riparian and appropriation), the equitable apportionment of interstate waters, and the variety of federal, interstate and state-based systems for the planning, regulation, and management of water uses; surveys of the law applicable of coal, oil, natural gas, and electricity, including hydro and nuclear power – the respective technologies, their environmental implications and their control and regulation, including questions of land reclamation, facility-siting, transportation and transmission, waste disposal and fuel processing; and the integration of water and energy law segments through examination of the common thread provided by the successive application of private property rights and duties, public regulation, and public management, all in a constitutional setting characterized significantly by federalism and the fifth and fourteenth amendment due process and takings clauses. Recommend: Law-448 Environmental Law.

436. Media Law. Cr. 2
This course will examine the role of the media in American society. The class will begin with the history of the First Amendment Free Press Clause, and a review of various theories for freedom of expression in this country. It will then explore both the common law rules and public regulations affecting those who write or publish books, magazines, or newspapers, or who are connected with the broadcasting or telecommunications industries. Finally, we will examine issues presented by the development of new multi-media technologies, and by the significant changes in telecommunications law adopted recently by Congress. (Offered alternative years.)

437. Intellectual Property. Cr. 2 or 3
Patents, trademarks, and copyrights are examined from the following perspectives: the objects of constitutional statutes and the common law; the prerequisites to federal protection including standards of patentability and the subject matter of copyrights; applications and regulation procedures; the administrative process; judicial reviews; the protection of ideas; rights of holders of patents, trademarks, and copyrights; grants, licenses, and assignments; infringement, plagiarism, and unfair competition; and the doctrine of fair use.

438. Entertainment Law. Cr. 3
This course will focus on five major areas of entertainment litigation: protection of ideas through property, tort and contract theories; aspects of defamation directly related to literary and artistic works; right of privacy issues; developing legal theories in protecting publicity values; and First Amendment considerations. Matters that will be considered include: 1) the scope of authors' moral rights in American law; 2) the common law of intellectual property and the protection of ideas; 3) contract rights to compensation for an idea; 4) an examination of the law of libel as applied to works of fiction; 5) constitutional problems with protecting the right of privacy; and 6) property rights in names, likenesses and personal histories.

442. Civil Rights Legislation and Litigation. Cr. 3
A survey of civil rights legislation, including the reconstruction era acts and more recent acts prohibiting discrimination - in public accommodations, housing, employment, education and programs receiving federal financial assistance - on the basis of race, sex and disability. The course is designed to emphasize enforcement of legislation through private litigation. Therefore, it will focus on the scope and coverage of each act, the availability of a cause of action and jurisdiction, defenses, the type of proof required and remedies. Recommended courses: Law 150 Constitutional Law I. Prerequisite or corequisite to Law 726 Federal Judge Externship program.

443. Antitrust Law. Cr. 3
The historical evolution of judicial and administrative attempts to preserve competition through interpretations of the Sherman, Clayton and Federal Trade Commission Acts. The types of conduct constituting restraints of trade (price fixing, customer and territorial allocation, boycotts, tying and exclusive dealing); monopolization; prohibitions on mergers arising from market conditions; the private antitrust plaintiff and the treble damage suit; the use and misuse of economics in legal analysis.

444. Workers' Compensation Law. Cr. 2
This course will examine the historical development of worker's compensation laws while focusing on the criteria for establishing compensability of work-related injuries and the exclusivity of the worker's compensation remedy. The course will examine the type, nature and extent of benefits provided by worker's compensation laws including medical care, disability and/or impairment awards. The course will also examine the interrelationship between worker's compensation law and other work place injury remedies including third party claims and social security disability benefits.

445. Labor Law. Cr. 3
A survey course covering selection of bargaining representatives, union organization of employees, economic pressure for benefits, collective bargaining, enforcement of collective bargaining agreements, and statutory limitations on collective bargaining agreements.

446. Employment Law. Cr. 3
An examination of existing and evolving legal rules governing the workplace in the non-union setting. The course provides an introduction to the rights and duties of employers and employees that are unrelated to the law on employee organization. Topics covered will include: the erosion of the employment-at-will doctrine; the hiring of employees; the use of lie detectors; drug testing and HIV testing in hiring and discharge decisions; employer liability for negligent hiring; and the terms and conditions of employment.

448. Environmental Law and Policy. Cr. 4
A study of the responses of the legal system to resource scarcity, technological change, and environmental pollution. The course will examine basic federal regulatory statutes as well as the role of the courts in controlling environmental decision-making under federal laws. The following subjects are explored: environmental policy perspectives (including the usefulness of environmental knowledge, economic considerations, and the philosophical framework for preservation of the natural environments); control of government decision-making affecting the environment (with focus on the National Environmental Policy Act and state environmental policy acts); land, waste and toxic substances (with special emphasis on solid waste and hazardous substance management); water pollution (effluent standards; receiving water considerations, enforcement and remedies); and air quality and noise emission control (with special emphasis on state implementation plans, prevention of significant deterioration and enforcement problems).

450. Advanced Patent Law. Cr. 2 or 3
The course will include an examination of the statutory requirements for patentability, an introduction to claim drafting and other patent prosecution issues, and an exploration of patent infringement licensing, and other issues. Course work will also include an examination of recent developments.

451. Patent Prosecution. Cr. 2
The purpose of this course is to give students an overview of some of the procedures and substantive requirements involved with representing an inventor in front of the U.S. Patent and Trademark Office. This course will begin to help the students prepare for taking the Patent Agent's Examination, passage of which is required in order to practice in front of the USPTO. Students will be exposed to the steps in taking an invention from disclosure by the inventor, through the issuance of a U.S. patent, to expiration of the patent. Finally, students will learn to understand the different types of patent applications, the basic deadlines that must be met, how to file a patent application, how to respond to some basic office actions and what options are available after final rejection. Prerequisite: Law 437 Intellectual Property.

453. International Humanitarian Law in Israel and Palestine. Cr. 3
This is a two-week, two-credit course that will take place over Spring Break and will cover the Law of Armed Conflict (also known as International Humanitarian Law), with a special focus on the conflict in Israel and Palestine. Course materials cover the history of the state of Israel and the Palestinian national movement, the law of occupation and the law of war as applies to recent outbreaks of hostilities between Israel and its neighbors. Students will fly out on the first Saturday of break and return on the last Saturday of break. There will be class sessions during the week and then group excursions on the weekend, so that students will have an opportunity to see a good part of Israel and a little bit of Palestine. Classes will be held at our partner institution, Sha'arei Mishpat, which is located just outside of Tel Aviv. Most days, in-class instruction will be combined with site visits to, among other places: the

Israeli Supreme Court, an Israeli military court, the security wall/barrier, and Yad VaShem, the Israeli Holocaust memorial. We will also meet with representatives from Israeli and Palestinian (and joint) human rights and humanitarian law organizations. Students will stay at youth hostels.

465. Trademarks, Unfair Competition, and Business Torts. Cr. 3
This course will provide an in-depth discovery and investigation of trademark and unfair competition laws and practices. Subjects of this discovery will include writings on the still-evolving jurisprudence of false designation or origin under Section 43(a)(1) of the Lanham Act; the Restatement (Third) of the Law of Unfair Competition, and the federal anti-dilution law. Topics will include not only the basics of trademark law, but the effect on practice of the Intent to Use registration procedures; the development of case law dealing with contributory trademark infringement, and the impact of the revised Section 43(a)(2) on false advertising doctrine. Taking Law 437 Intellectual Property as a prerequisite is desirable though not required.

466. Conflicts of Laws. Cr. 2
Analysis of the problems that arise when the facts of a case are connected with more than a single sovereign jurisdiction, domestic or foreign. Both traditional and modern choice of law approaches are considered. Also addressed are the issues of jurisdiction and the recognition and enforcement of judgments.

469. Federal Practice. Cr. 3
This courses focuses on what an advocate needs to know about the role of the federal courts in our constitutional system. It addresses the federal courts' powers in relation to the other branches of the national government and in relation to state and local governments. Specific topics include the federal judiciary's Article III authority to decide cases; congressional power to restrict or expand federal jurisdiction; the Supreme Court's power to review state court rulings on federal law; and doctrines that define federal judicial power to provide remedies for civil rights violations, including official immunity, state sovereign immunity, and the abstention doctrines.

471. Remedies. Cr. 3
Forms of judicial and equitable relief which courts can grant by way of redress of those who have been or may be injured, including legal doctrines to prevent unjust enrichment, alternate choices and tactical advantages of each.

473. Criminal Procedure. Cr. 4
This course focuses on the Fourth, Fifth, and Sixth Amendments and covers search and seizure, confessions and interrogations, and the procedural and constitutional issues that arise after the commencement of formal criminal proceedings, such as double jeopardy; forfeiture; ineffective assistance of counsel; one's right to counsel; sentencing issues; and the trial proceedings. This course is strongly recommended for those anticipating litigation, competition, clinical programs, externships, and the bar exam. Pre- or co-requisite to: Prosecutor's Office Externships. **This course combines and replaces Law 467 and Law 468. Students who have taken either Law 467 or Law 468 may not take this course.**

475. Legislation. Cr. 3
An exciting study of statutes in the creation of public policy, including descriptive and normative theories of legislation; interpretive issues and political theories of legislation; legislative drafting; representational structures; structures of legislative deliberation; direct democracy as an alternative to republican government; statutes as sources of public policy; theories and doctrines of statutory interpretation; and problems of implementation of statutes.

477. Technology in Law. Cr. 3
This course is designed to introduce students to the kinds of technology, information knowledge and technology skills essential to law practice. Students will work on multiple short weekly assignments and simulations, engaging them in the technology used in all areas of law practice. These assignments are designed to introduce students to different types of legal software and hardware using a hands-on approach that will simulate real world legal scenarios. This course primarily focuses on practical technology skills and how technology affects the law. Examples of types of technology covered include intranet software, virtual law practice, billing software, presentation technology, background research and due diligence, e-discovery, e-filing, knowledge management, case management, and tablets, iPads, netbooks, notebooks, Macs and PCs. Third-year law students will be given priority for enrollment, but all students with 30 credits or more may register if room allows. Enrollment is limited. This course has been approved for distance education. Distance course is offered at professors discretion.

480. Immigration Law. Cr. 3
This course will survey the legal, historical, and political considerations that shape U.S. immigration law. The course will review the constitutional basis for regulating immigration into the United States; the history of U.S. immigration law and policy; the structure of the immigration bureaucracy, including the respective roles played by various agencies in immigration decisions; the admission of nonimmigrants and immigrants into the U.S.; the deportation and exclusion of nonimmigrants and immigrants; refugee and asylum law; administrative and judicial review; and citizenship and naturalization. Much of the course will focus on the comprehensive immigration law, the Immigration and Nationality Act of 1952, as amended by numerous laws (including the 1996 Anti-Terrorist and Effective Death Penalty Act, the Illegal Immigration Reform and Immigrant Responsibility Act, and the 2001 USA PATRIOT Act), and its implementing regulations. Although comparisons to immigration law and policy of other countries may be drawn upon from time to time, the primary focus of this class will be immigration law in the United States.

481. Local Government Law. Cr. 3
Incorporation and incidents of existence; types of organizations, legislative control; corporate agencies, expressed and implied powers; revenue and indebtedness; acquisition and control of property; liability in contract and tort; remedies; home rule.

482. Advanced Discovery. Cr. 2
Advanced Discovery is a skills class designed to provide students with the opportunity to engage in discovery on a practical basis. The course takes the students through the normal discovery process and culminates with the deposition of expert witnesses. This is a limited seating course.

484. Selected Topics: Family Law. Cr. 2
This course is designed to give students interested in Family Law or general practice a more intensive academic experience along with a more practice-oriented experience. Indiana statues as a means of emphasizing the importance of statutes in everyday practice will also be examined. A few of the topics that may be covered are; introduction to family law, cohabitation, prenuptial contracts, adoption, domestic violence, and the role of the family lawyer. This course may be taken along with Law-485 Family Law or independently of it.

485. Family Law. Cr. 2
A study of legal theories and practice regarding family, parenthood, marriage and issues attendant to divorce. Additional topics include alternative reproductive technologies, termination of parental rights, etc. Prerequisite to: 485-P Family Law Practicum.

485-P. Family Law Practicum. Cr. 4
An application of doctrine to practice. Students work with lawyers and judges on problems and cases which deal with topics covered in the classroom Family Law course. Issues include: premarital agreements, involuntary termination of parental rights, child custody and support proceedings, etc. Co- or Prerequisite: Law 485 Family Law.

487. Elder Law. Cr. 3
As a growing percentage of the general population, senior citizens face complex financial management and health care issues which often require legal assistance for effective resolution. Focusing on the need for specialized legal services to the elderly, the topics covered in this course include ageism, the unique ethical dilemmas which can arise in an elder law practice, special counseling skills, preventative financial planning measures in anticipation of incapacity or disability, advance health care directives, long-term care alternatives and financing, public benefit programs and elder abuse and neglect. Limited seating (50).

488. Selected Topics in Elder Law. Cr. 2
An examination of three pressing legal topics affecting representation and care of the elderly: a) health maintenance organizations and the legal rights and duties of consumers and providers in such organizations; b) special housing needs (congregate housing, assisted living, nursing homes, age-restricted housing); c) elder abuse and neglect (civil and criminal protective statutes, remedies, etc.). Non-legal readings will supplement photocopied cases and statutory materials. Law 487 Elder Law is not a prerequisite).

489. Employee Health Plans: ERISA & HIPAA. Cr. 2
This course will look at health benefit issues, disability benefit issues, ERISA requirements, tax issues, cafeteria plans, HRAs and HSAs, HIPAA issues, and funding issues.

490. Independent Reading and Research. Cr. 1-3
Individual-directed study supervised by a member of the faculty. Students are limited to a total of 4 credit hours during their law school career with a maximum of 3 credit hours in any one semester, excluding the summer session. Design of the specific program is the responsibility of the student, who should submit a written outline of the project to a faculty member for approval. Faculty approval will be subject to the particular member's interest and availability. A substantial paper will be determined jointly by the student and supervising faculty member at the time the project is initially approved by the supervising faculty member. Projects which have been approved by a faculty member must then be submitted to the Office of the Associate Dean for final approval prior to registration. This course may not be substituted in lieu of the third-year legal writing requirement. Independent Reading and Research shall be graded S/U or letter at the discretion of the instructor. However, a student who is on academic probation is not permitted to take this course for a letter grade. In the case of a third-year student, if the course is graded S/U, the student will be precluded from exercising the S/U option during the same semester. See the Independent Reading & Research Policy following this course description section.

491. Advanced Study (Topic). Cr. 1
To be offered on an occasional basis as announced by the Associate Dean, this course will offer the opportunity for advanced study in particular subject matter areas. The prerequisite is the successful completion of the basic course. A student may not use credit earned in this course in satisfaction of the Seminar requirement.

492. Law and Psychology: Integrative Project. Cr. 3
An intensive study of a selected topic in the nexus of law and psychology. The student selects a committee of two faculty with one from Law and one from Psychology. The student is responsible for successfully proposing a topic and defending the final written

product. Graded on S/U basis. Open only to students enrolled in the J.D./M.A. (Psychology) or J.D./M.A. C.M.H.C. programs. Student must register for PSY-700 in the Graduate School.

493. S.J.D. Independent Study. Cr. 1-8
A substantially written research project demonstrating a high capacity for the legal research and writing in English necessary for a successful S.J.D. dissertation. This course is restricted to S.J.D. students.

494. Iraqi Student Research Paper. Cr. 1-6
A substantially written research project demonstrating a high capacity for legal research and writing in English. This course is restricted to Iraqi LLM students. Students will register for a total of six (6) credits to be completed before graduation.

495. Contemporary Legal Problems (Topic). Cr. 1-3
A course in which a special topic in law will be given intensive study. The topic will vary from year to year and will be determined by recent developments in the legal system and by joint interests of faculty and students.

495-C1. Legal London. Cr. 1
This course provides a basic historical introduction to comparative constitutionalism (U.K.-U.S.). It also provides an introduction to English legal institutions, with site visits to Parliament and the Courts (trial & appellate). It also provides an introduction to the EU as a major transnational structure.

495-C3. Comparative Constitutional Law: United States and United Kingdom. Cr. 2-3
This course explores similarities and differences between two major constitutional systems: highlighting the Bills of Rights in the U.K. and subsequent constitutional developments in the EU, and in the state and federal constitutions of the U.S. It identifies the formation and development of the unwritten English constitution as the ground of American constitutive meaning in legal concepts such as due process of law, equal protection of the laws, and civil liberties secured in the Bills of Rights of our state and federal Constitutions in parallel "constitutional moments."

495-E. International Commercial Dispute Resolution. Cr. 3
This course examines the principal modes of settling international commercial disputes. Subjects in the area of international litigation that may be covered are jurisdiction, choice of law, taking evidence abroad and enforcement of judgments. Basic issues of international arbitration will be covered as well as the use of mediation as a tool for the resolution of cross-cultural disputes. Attention will be given to the circumstances influencing the choice of dispute resolution processes and drafting dispute settlement clauses in contracts.

495-T. International Intellectual Property. Cr. 2
This course has two objectives. One is to offer students the opportunity to gain an appreciation and understanding of the various roles – social, economic, and cultural – that intellectual property (patent, copyright, trademark, and trade secret) plays across national borders. The second is to deliver a framework within which students can become capable of professionally engaging in the international intellectual property field. Prerequisite: Law 437 Intellectual Property.

502. Probate Administration & Litigation. Cr. 2
This course will begin by examining the three predominant methods to pass property at death; joint tenancy with rights of survivorship, last will and testament, and trust. Next the course will study the probate process in depth. Finally, the course will examine the two major areas of probate litigation, namely, will contests and claims against estates. Pre-requisite: Law 239 Trusts & Estates.

503. Health and Medical Research for Lawyers. Cr. 1
This course is an advanced research course designed to introduce students to specific sources and strategies for researching health and medical issues that attorneys frequently encounter including Medicare and Medicaid regulations, medical malpractice, worker's compensation, health insurance procedures, etc. The course examines key primary and secondary sources for health and medical legal research both in print and online including state and federal statutes, cases regulations and other administrative materials, subject-specific secondary sources, and sources for current awareness for attorneys who routinely practice in this area. Prerequisites: Legal Research I & II

504. Mergers & Acquisitions. Cr. 3
This course will examine the law pertaining to corporate mergers and acquisitions. It will provide a general background on the relevant corporate law and analyze the major components of the documents used in these types of corporate transactions. As time permits, specific issues that arise in connection with hostile takeovers will be studied. Prerequisite: Law 203 Business Associations.

505. Income Taxation of Corporations & Partnerships. Cr. 3
A study of the fundamental principles of federal income taxation of corporations and partnerships. The emphasis is on taxation of partnerships. Prerequisite: Law 421 Federal Income Tax: Individuals. This course is a prerequisite to: Law 525 Corporate Reorganization Taxation.

506. Negotiation. Cr. 1 (7-week course)
This is a seven-week, one-credit skill-based course that meets once a week for 100 minutes to allow for simulations. Students will practice the skills of planning for negotiation, setting the agenda, bargaining for information, exchanging offers, concessions, and counter-proposals, and concluding the negotiation. Ethical issues of the attorney-negotiator will also be discussed. Because the course is simulation-oriented, enrollment is limited to 15. Students will be evaluated by their progress in simulations and written work. Prerequisite: Law 412 ADR.

507. Mediation. Cr. 1 (7-week course)
This is a seven-week, one-credit skill-based course that meets once a week for 100 minutes to allow for simulations of key parts of the mediation process and complete mediations. Students will practice the skills of beginning the mediation process, accumulating information, developing an agenda, framing the issues, generating movement, conducting caucuses, and concluding the mediation. Ethical issues of the attorney-mediator will also be discussed. Because the course is simulation-oriented, enrollment is limited to 15. Students will be evaluated by their progress in simulations and written work. Prerequisite: Law 412 ADR.

510. Criminal Forensics. Cr. 3
This course examines the sciences that are commonly introduced in trial and pre-trial litigation: DNA evidence, Serology, criminal pathology, ballistics, fingerprint, polygraph, and trace evidence (hair, teeth, fiber, and paint). Experts and attorneys will present these individual sciences and display litigation techniques. The student will also study relevant case law concerning these sciences and expert witnesses. Students should be advised that this class presents depictions and exhibits that are very gruesome and disturbing. Pictures of autopsies and crime scenes are very frank. Having completed Criminal Procedure, or currently taking Criminal Procedure is recommended. 1L part-time students should not take this course. Pre-requisite: Law 210 Evidence.

513. Federal Estate and Gift Tax. Cr. 2 or 3
A detailed study of federal taxation of estates and gifts. Topics include gift taxation of certain material transactions, determination of property owned by a decedent at death, property transferred during life but included in an estate at death, taxation of life insurance and powers of appointment, and study of deductions and credits including the marital deduction and the unified credit. Prerequisites: Law 239 Trusts and Estates and Law 421 Federal Income Tax: Individuals. Prerequisite to: Law 531 Estate Planning.

519. Securities Regulation. Cr. 2 or 3
Federal regulation of the issuance and subsequent sale of securities. The course begins with an examination of the Securities Act of 1933 and the exemptions there-from. This act defines "securities" and governs the registration process through which issuers offer for sale and sell new securities. The remainder of the course is devoted to selected topics governed by the Securities Exchange Act of 1934. A principal subject is Rule 10b-5, a general "anti-fraud" provision which has become a pervasive branch of corporate law. Other topics may include civil liabilities, regulation of takeover bids, regulation of broker-dealers, and regulation of securities exchanges. Little or no time is spent in the study of state regulation of takeover bids, regulation of broker-dealers, and regulation of securities exchanges. Prerequisite: Law 203 Business Associations.

520. Federal Tax Procedure a/k/a Tax Controversy and Litigation. Cr. 2
This course concentrates on the procedural aspects of practice before the Internal Revenue Service at the examination, collection and appeals levels, and before the United States Tax Court. Subjects to be covered include: IRS structure; investigatory powers and summons authority; examination, collection and appeals functions; tax liens and levies; civil and trust fund recovery penalties; criminal tax violations; tax court and refund litigation. The course will be of particular benefit to students who intend to practice in the tax, business-commercial, debtor-creditor, and/or bankruptcy law areas. Co-requisite: Law 421 Federal Income Tax: Individuals.

522. Federal Income Taxation of the Family. Cr. 1
Continues individual taxation study, covering: choice of taxpayer; trust taxation; family business arrangements; and related policy consideration. Prerequisite: Law 421 Federal Income Tax: Individuals.

525. Corporate Reorganization Taxation. Cr. 2
Advanced study of federal income taxation of corporations, focusing on the tax aspects of corporate reorganizations. Prerequisites: Law 421 Federal Income Tax: Individuals and Law 505 Income Taxation of Corporations & Partnerships.

530. Business Planning. Cr 3
Integration of the principles of Business Associations, Corporate Finance, and Corporate and Individual Taxation; the study of the principles of advanced corporate law; the introduction of students to the planning part of a business practice; considering an interdisciplinary set of rules and weighing the competing goals of the client and the alternative solutions so that an informed judgment as to the best overall structure of the plan can be made. Prerequisites: Law 203 Business Associations. Prerequisite: Law 421 Federal Income Tax: Individuals. Recommended: Law 505 Income Taxation of Corporations & Partnerships.

531. Estate Planning. Cr. 2
The planning and drafting of wills and trusts. A series of "estate planning" problems is studied. Students' work in the course consists of classroom analysis of the problems and of typical forms of documents drafted by students working in groups. The documents are those determined to be needed by fictional clients who appear in the problems. The problems cover the following: planning and drafting for the client whose principle assets consist of closely held businesses. The course applies law learned in Property, Trusts and

Estates, Federal Estate and Gift Taxation, and elsewhere. No organized body of new law is taught. Prerequisite: Law 513 Federal Estate and Gift Taxation and Law 239Trusts and Estates.

532. Real Estate Transactions and Finance. Cr. 6
This course explores the legal and business foundations for real estate transactions. The course will employ a transactional approach, including real-world drafting problems, to prepare commercial and residential real estate transactions in the context of the required documentation. Students will be involved in all aspects of the business and legal decisions regarding the transactions, including the investment decision, the appropriate ownership entities, negotiating transactional documents, securing financing, allocation of risk and appropriateness of remedies, as well as exploring business and legal issues that rise pre- and post-closing.

590-A. A Comparative Study: Comparative Constitutional Law. Cr. 1
Compares constitutional arrangements in the United States with those of foreign countries. It will focus on some or all of the following substantive areas: the acceptance of and mechanisms for constitutional review, "federalism" in the broad sense of the allocation of authority among supra-national, national, and sub-national units of various kinds; and constitutional protection of civil and human rights, particularly second generation "positive" rights. Prerequisites: Law 150 Constitutional Law I and Recommend: Law 250 Constitutional Law II.

590-B. A Comparative Study: Human Rights & Reconciliation. Cr. 1
Post-conflict post-authoritarian states must confront the legacy of a violent and repressive past. The main questions to be faced by new democratic regimes are: Should wrongdoers be prosecuted without any limitation? Is retroactive justice compatible with the basic principles of criminal law? Should amnesties be granted? Must the new regime choose between making peace and doing justice? What are the main alternatives to criminal prosecutions? How can victims be compensated? In the last twenty five years, states have adopted different paths in order to deal with their own troublesome past. The purpose of this course is to offer an analysis of transitional justice in five countries (Argentina, South Africa, Rwanda, Mozambique and Sierra Leone) in order to identify the approaches taken by each country (criminal prosecution, truth commissions, compensation programs, symbolic measures, state institutions reform, amnesties) and to understand the reasons for the divergent paths. The course will strongly focus on the limits imposed by international law on the policies implemented by each country.

652. Trial Practice I. Cr. 3
A training course designed to develop, through student participation, the skills a trial lawyer needs to acquire to confront effectively the evidentiary problems that occur with great frequency in the trial setting. This course includes 14 hours of plenary sessions in addition to 2-hour weekly sessions with individual instructors. The Director of Clinical and Skills Programs is authorized to waive the requirement that Law 210 Evidence be taken as a prerequisite of Law 652, Trial Practice I, and permit students to enroll in Law 652 if the students are taking Law 210 concurrent with Law 652. All such students shall be grouped in one section of Law 652. Prerequisite: Law 210 Evidence. (Limited enrollment.)

653. Trial Practice II. Cr. 2
A training course designed to develop through student participation the skills of a trial lawyer. The planning and the effective presentation of the complete case with special emphasis on tactics, persuasiveness and the ethical aspects of trial advocacy. Prerequisites: Law 210 Evidence and Law 652 Trial Practice I. (Limited enrollment.)

661. Current Representation. Cr. 1-3
S/U grade. Students may be invited by any faculty member to perform work of significant academic value under his or her supervision in connection with legal representation currently being provided by the faculty member. Each hour of academic credit awarded must reflect at least 45 hours of work.

662. Law Clinic. Students are certified to practice law under faculty supervision with the law firm known as the Law Clinic. Students must normally register for two (2) semesters beginning in the fall. An exception may be made for December graduates.

- **662-A. Law Clinic - Legal Clinic: General Practice. Cr. 4.**
  Students work on civil matters such as landlord-tenant, small claims, consumer, and debt collection defense. In addition, students represent clients in areas of family law including adoption, guardianship, divorce, and child support. For effective representation of clients, students who are away from campus two days per week should not enroll. **Pre- or co-requisites:** Law 220 Legal Profession. **Recommended:** Law 652 Trial Practice I, Law 653 Trial Practice II. (Limited enrollment.)

- **662-D. Law Clinic – Juvenile. Cr. 4-6.**
  Training and practice in child related cases and representing children. Students will regularly represent children as a Guardian Ad Litem in disputed custody cases, and may also represent parties involved in paternity, adoption, and guardianship cases. The GAL (best interest representation) requires the student to gather information about the child, the child's family, and the child's circumstances in order to prepare written findings and recommendations, and also to provide testimony to the court, concerning the relevant issues. Students will practice in the Porter Superior Courts. Students must be available for regular court appearances on Tuesday mornings and/or afternoons, as well as for other coordinated hearing dates. Students must interview with the instructor prior to enrollment. **Pre- or co-requisites:** Law 220 Legal Profession.

- **662-C. Law Clinic – Civil Mediation. Cr. 4-6.**
  Students engage in mediation training for six weeks prior to mediating cases in small claims courts in Porter County. Students gain practical skills in conflict resolution and in drafting comprehensive agreements in the presence of the parties. Students submit the agreements to the Court for approval, at which time they become enforceable court orders. Class meets for two hours each week to review cases. Students mediate cases one or two half days each week and submit written summaries of each mediation. Students must meet with the instructor prior to enrolling. **Pre- or co-requisites:** Law 220 Legal Profession. (Limited enrollment.)

- **662-C. Law Clinic – Criminal Law. Cr. 4-6.**
  Students represent individuals involved in the criminal justice system. The nature of the caseload consists of various misdemeanor and felony offenses and can include trial level cases. Students generally have pretrial hearings several times per month, typically on Tuesday afternoons. There is a classroom component which is generally held on Tuesday and Thursday evenings. Students must interview with the instructor prior to enrolling. **Pre- or co-requisites:** Law 210 Evidence, Law 220 Legal Profession. **Recommended:** Law 652 Trial Practice I, Law 473 Criminal Procedure.

- **662-B. Law Clinic – Sports Law. Cr. 4.**
  Students will provide representation to athletes who are unable to afford legal assistance in cases/matters involving eligibility to compete, doping, or such other issues as may arise. Students will also collect and analyze decisions made by various dispute resolution tribunals or entities and make this information available to others. The demands of some cases may require students to work over vacation periods. Students must interview with instructor prior to enrolling. Enrollment limited to ten students who have completed at least one-half of their law school education. **Pre- or co-requisites.:** Law 418 Sports Law, Law 220 Legal Profession, and Law 245 Pretrial Skills. (Limited Enrollment.)

- **662-E. Law Clinic – Immigration. Cr. 4-6.**
  Student representatives in the Immigration Clinic will learn lawyering skills and immigration law by representing asylum seekers; immigrant victims of torture, domestic abuse, and human trafficking; or longtime lawful permanent residents of the United States facing removal as a result of immigration infractions. Students, working in teams, will represent immigrants in trial-type hearings before the Chicago Immigration Court or in interviews before Asylum Officers. They may also handle other matters, including visa petitions; appeals to the Board of Immigration Appeals; state or federal immigrant rights cases; or advocacy projects in tandem with non-profit partners. There will be three components to the clinic: (1) a weekly seminar designed to teach lawyering skills and substantive immigration law through an interactive, collaborative approach; (2) a weekly case team meeting, during which the professor will act as a consultant and advisor without superseding student representatives' authority as primary case handlers; and (3) weekly project work, including client interviewing, fact development, correspondence, legal research and drafting, witness preparation, and preparing for oral advocacy. Students should be willing and able to travel to Chicago for client meetings and court. Students must interview prior to enrolling and enrollment is limited to eight students who must enroll for both the fall and spring semesters. **Pre- or Co-requisite:** Law 220 Legal Profession. **Recommended:** Law 480, Immigration Law.

- **662-G. Law Clinic – Tax. Cr. 5.**
  The Tax Clinic represents low-income taxpayers involved in controversies with the Internal Revenue Service (IRS) and Indiana Department of Revenue (IDOR). Students enrolled in the Tax Clinic have the opportunity to represent clients before the Examination, Collection, Appeals, and/or District Counsel levels of the IRS and IDOR. Cases that are not resolved with these agencies may be litigated before the United States Tax Court or Indiana Tax Court. The Tax Clinic also assists local non-profit organizations with incorporating and establishing 501(c)(3) status with the IRS. Students are responsible for interviewing clients and witnesses, researching substantive and procedural tax law issues, assembling documents, preparing memoranda, correspondence, forms and pleadings, and negotiating settlements. Class time is split between discussing substantive and procedural areas of tax law and reviewing the status of active cases being handled by students (known as "case rounds"). Students are required to devote approximately 7.5 hours per week working on their clinic cases. Students must interview with the instructor prior to enrolling. Enrollment is limited to ten students. Preference will be given to students who enroll for both Fall and Spring semesters. **Pre- or Co-requisites:** Law 421 Federal Income Taxation of Individuals; Law 220 Legal Profession. **Recommended:** Law 432-A, Federal Tax Research; Law 520-A, Federal Tax Procedure. (Limited enrollment.)

- **662-H. Law Clinic – Domestic Violence. Cr. 4-6.**
  The Domestic Violence Clinic is a two-semester clinic with the option of enrollment for one semester that combines seminar and clinic components of domestic violence law. Students have a classroom component that teaches the theory and law of domestic violence law and the practice of representing domestic violence victims seeking orders of protection. The class discussed the multidimensional aspects of domestic violence victims that include ethnicity, sexual orientation and socioeconomic status. The class component prepares the students for the practice component of the course. The Student Attorneys will assist victims in obtaining orders of protection. Student Attorneys interview and advise clients and represent the victims before a judge or magistrate. Students also provide legal assistance to domestic violence shelter residence. Students may enroll for a maximum of 4 credit hours with the option for less with the permission of the Professor. Students must interview with the instructor prior to enrolling. **Pre-requisites:** Law 220 Legal Profession.

- **662-I. Law Clinic – Post Conviction. Cr. 4-6.**
  Students will investigate and litigate claims of wrongful conviction and unjust sentences. The Clinic will represent clients asserting miscarriages of justice and innocence claims. Students will assist clients with post-conviction litigation which will include investigating new evidence claims, filing and litigating post-conviction petitions, habeas petitions, and motions for sentence modification. Students will spend the majority of time doing research, writing and investigation. Students must interview prior to enrolling. **Pre-or co-requisites:** Law 210 Evidence, Law 220 Legal Profession. **Recommended:** Law 652 Trial Practice I, Law 473 Criminal Procedure.

- **662-J. Law Clinic – Complex Appellate Practice. Cr. 3-6 (Fall semester)**
  In this course students will work on active appellate and post-conviction matters primarily in Illinois courts. They will work on brief writing, in-court advocacy for post-conviction hearings and possibly and oral argument. Students will be expected to be primarily assigned to once case, but familiar with all of the clinic cases. **Pre-requisites:** Criminal Law. **Recommended:** Criminal Procedure and Evidence.

663-P. Lake County Legal Services Practicum. Cr. 1
Students provide legal services to indigents in traditional poverty law areas. The area or areas may include housing/tenant, public entitlements and benefits, family law (including juvenile), and healthcare. Specific subject matters are not guaranteed. The experience will teach basic lawyering skills in adversarial proceedings. Each student will work three (3) days per week interviewing persons seeking legal assistance or representing provided by the students in court proceedings. Permission needed to enroll, limited seating.

665-P. Public International Law Representative. Cr. 1
Students will provide research and writing support for human rights clinics, non-governmental organizations and university research centers on issues relating to international human rights and humanitarian law. The practicum is faculty-supervised.

675. Teaching Assistant. Cr. 1-2
S/U grade. This course is for the enrollment of teaching assistants for various writing courses throughout the curriculum . Teaching assistants, chosen by application to the instructors in the courses, receive credits each semester/mini-mester in exchange for their work as teaching assistants. Teaching assistants who have earned four credits and wish to continue will be paid a monetary compensation. In no event may teaching assistants earn more than 4 credits.

676, 677. Law Review. Cr. 2 or 3
S/U grade. Participation in Law Review activities, including the writing, editing, and publication of legal notes and articles. Admission is limited to third-year students who were note writers during their second year and whose notes have been judged as acceptable or publishable by the Law Review Board and is by invitation only. NOTE: Courses 676 and 677 may be used to satisfy the third-year Seminar requirement. Students in Law Review who accelerate their graduation will receive 3 credit hours in the final semester.

678. Law Review Board. Cr. 1
S/U grade. Members of the Executive Board of the Law Review.

680. Competition. Cr. 1
S/U grade. Client Counseling; Valparaiso University Law School Mock Trial Team; AAJ (formerly known as ATLA); Negotiation. Competitions include Manfred Lachs Space Law Moot Court, and the Giles Sutherland Rich Moot Court.

680-D. International Moot Court. Cr. 1 (Jessup Moot Court)
International Moot Court provides second- and third-year law students with the opportunity to develop their oral and written advocacy skills through drafting and arguing briefs on a variety of international topics such as human rights, international agreements, and unfair trade practices. Members travel to competitions throughout the United States and some members have the opportunity to compete abroad. All students enrolled and receiving credit for participation in international moot court competitions must be simultaneously enrolled in Law 277 Public International Law: Intro or have taken the course previously unless a waiver of the requirement is requested by the student leadership and granted by the faculty advisor to the international moot court team. Co-requisite: Law 680-IMCL Public International Law Writing Lab; Pre- or co requisite: Law 277 Public International Law: Intro.

680-IMCL Public International Law Writing Lab. Cr. 1
The course will provide students an opportunity to refine their brief writing and oral advocacy skills in an interactive atmosphere featuring simulations. In addition to writing portions of memorials on problems designed specifically for the course, students will be expected to complete writing exercises designed to strengthen writing at the sentence and paragraph level while also assisting students in developing their organizational skills. The course is a co-requisite for the International Moot Court Competition Teams and a complement to the introductory course in public international law.

690. Moot Court Society. Cr. 1
S/U grade. Academic credit is awarded to members of the Moot Court Society for participation as a member of an interschool or intra-school competition, including the National Moot Court competition, Giles Sutherland Rich Moot Court, Judge Luther M. Swygert Memorial Moot Court, and Environmental Moot Court.

691. VITA Site Coordinator. Cr. 1
S/U grade. Academic credit awarded to VITA Site Coordinators with a lifetime cap of 1 credit during 2L or 3L spring semester. Pre-requisite: Law 310 Pro Bono.

692. VITA Head Site Coordinator. Cr. 1
S/U grade. Academic credit awarded to VITA Head Site Coordinator with a lifetime cap of 1 credit in the spring semester of 2L or 3L year. Head Site Coordinator typically would be a 3L student who has served as a Site Coordinator in his or her 2L year and may already have received one credit for participation as a Site Coordinator. Pre-requisite: Law 691.

700. Introduction to American Law and Legal Education. Cr. 2 (LL.M. Required Course)
After considerable discussion of the special style of American legal education, this course focuses on the basic structures of the American legal profession, U.S. federalism, interactions of common and statutory law, judicial review, and selected substantive fields of law. Students prepare a 12-15 page paper on an approved topic, comparing an aspect of American law or legal education to that of another country. This course is restricted to LL.M. students.

701. LL.M. Legal Writing and Research. Cr. 2 (LL.M. Required Course)
This course is designed to introduce LL.M. students to U.S. legal research, writing, and analysis. The course will focus on objective writing and legal analysis, preparing students for the academic rigor expected in their doctrinal courses. Students will learn how to brief cases, conduct legal research, use library resources, and practice the techniques of legal analysis and responding to essay prompts.

702. LL.M. Seminar. Cr. 2 (LL.M. Required Course)
The seminar is to be a scholarly writing experience based on research. It is to be researched and done independently. The general subject of the papers in a seminar will be suggested by the seminar's title; the particular subject of a seminar paper is to be approved in advance by the faculty member responsible for the seminar. This course is restricted to LL.M. students.

724-OL. Summer Semester in Practice. Cr. 1-6
This experiential learning course allows students to work for academic credit throughout the United States and anywhere in the world. Students registered for this course may earn 1 to 6 credits during the summer. Student externs are expected to work at least 45 hours per academic credit. All students who are enrolled in a Summer Semester in Practice externship for more than 3 credits must also take a distance learning companion course for additional credit. The Registrar will enroll approved externs in the companion course simultaneously with registering the student for the site placement.

Externships 725-899. Cr. 1-6
Graded S/U. Students can receive no more than nine (9.0) hours of externship credit during their law school career. Students may not enroll in more than one externship in a semester.

- **725-A. State Judicial Externship – IN, IL. Cr. 2-3**
  Provides students with the opportunity of working in the Superior or Circuit Courts of Porter, Lake, LaPorte, or St. Joseph counties in Indiana or Cook County, IL. Work involves assistance on research projects as well as with various operational aspects of the court. Also gives students an opportunity to observe trials and interact with judges related to their court docket and case hearings.

- **726-A. Federal Judge Externship – IN, IL. Cr. 3** (per semester for 2 semesters /total 6 credits)
  Enables third-year students to observe the day-to-day routine of a judge, research and write orders in particular cases, and engage in professional dialogues with the judge and his/her law clerks. Except for those who participate in the summer, students must commit to a full year. Notwithstanding the prohibition on repeating same or similar setting externships, students may earn credit for multiple federal judicial externships. It is strongly recommended that students enroll in Law 442 Civil Rights during their second year. Dean Derrick Howard supervises the Federal Judge Externship and holds an informational meeting each spring for the following academic year openings. Pre- or co-requisites: Law 442 Civil Rights Legislation.

- **727-A. U.S. Attorney Externship* – Multiple U.S. locations. Cr. 3**
  Provides students the opportunity of working with Assistant United States Attorneys in the preparation and prosecution of federal cases. U.S. Attorneys conduct most of the trial work in which the United States is a party. They are the principal federal law enforcement officers in their judicial districts. Students are exposed to both civil and criminal casework. There is a concerted effort to allow students to appear in court if they are licensed under Indiana Rule 2.1. The federal district for the State of Indiana is divided into two districts, of which one has headquarters at the federal courthouse in Hammond, Indiana. ALL U.S. locations are approved for extern credit and, thus, are ineligible for SPIS funds. **MUST be a U.S. citizen to apply and enroll.**

- **728-A. Porter County Prosecutor's Externship – Valparaiso, IN. Cr. 2-3**
  Provides students with the opportunity to observe and participate in the daily functions of the Porter County Prosecutor's Office and a unique exposure to the inner workings of the criminal justice system. The program is designed to enable student participation during juvenile adjudications, county court proceedings, and felony court matters. Students are certified (under Indiana Rule 2.1) so that actual courtroom functions can be performed under proper supervision for juvenile and adult trials. Legal research and writing skills are utilized as well as courtroom observation. Recommended Pre- or Co-requisites: Law 210 Evidence and Law 473 Criminal Procedure.

- **729-A. LaPorte County Prosecutor's Externship – LaPorte or Michigan City, IN. Cr. 2-3**
  Provides students with the opportunity to observe and participate in the daily functions of the LaPorte County Prosecutor's Office. The program is designed to enable student participation in various court proceedings. Students are certified under IN Rule 2.1 so that actual courtroom functions can be performed under proper supervision. Legal research and writing skills are utilized as well as courtroom observation and participation. Pre- or Co-requisites: Law 210 Evidence and Law 473 Criminal Procedure.

- **730-A. ArcelorMittal Steel, Inc. Externship – Chicago, IL and East Chicago, IN. Cr. 2-3**
  ArcelorMittal Steel offers students two distinct opportunities. Students may choose the opportunity to work with the Corporate Legal Department, newly headquartered in Chicago in the General Counsel office of ArcelorMittal Steel Inc. Externs will be involved with compliance of federal and state laws, litigation, contract preparation and review, claims review, review of incorporation or creation documents of ArcelorMittal and its subsidiaries, intellectual property issues, international trade, financing, and records retention. Students may choose instead to extern in the Labor Relations Department in East Chicago, IN. Students will assist attorneys in matters related to union and worker contracts, attend labor arbitrations and research employment practices.

- **731-A. Lake County Prosecutor's Office - Crown Point, IN. Cr. 2-3**
  Provides students with the opportunity to observe and participate in the daily functions of a large, fast-paced government office with clearly defined roles. The student extern actively participates in court and with out-of-court responsibilities under the supervision of an attorney. The extern takes part in court calls which would include various responses to defense motions as well as traffic and misdemeanor bench trials. The extern engages in the review of criminal charges and in assisting deputy prosecutors in the filing of those criminal charges. Additional responsibilities include the research and writing of legal memorandums regarding legal issues that may be requested by deputy prosecutors. Recommended Pre- or Co-requisites: Law 220 Legal Profession, Law 210 Evidence and Law 473 Criminal Procedure.

- **732-A. Porter County Attorney Externship - Valparaiso, IN. Cr. 2-3**
  Provides students with the opportunity to observe and participate in the daily functions of county government, through the perspective of a municipal attorney. The program is designed to enable student participation during civil litigation, pre-trial negotiations, and day-to-day functions of an attorney associated with the County representation and liability issues. Students are certified so that actual courtroom functions can be performed under proper supervision.

- **733-A. Porter County Public Defender, Valparaiso, IN – Cr. 2-3**
  Provides students the opportunity to work with attorneys in the Porter County Public Defender's office. Externs will work in the Law Office of Tsoutsouris & Bertig. The extern will assist in all phases of the field supervisor's practice in criminal defense (state court and federal court appointments), expected to research and draft trial briefs, pre-trial motions, and other motions, as necessary in the criminal arena. The extern would also interview clients and witnesses. It is expected that the extern would be able to negotiate and assist at trials in criminal proceedings.

- **734-A. Indiana Department of Child Services, Porter County – Valparaiso, IN. Cr. 2-3**
  Provides students with the opportunity to work with the attorneys representing the Porter County Department of Child Services. Students work with cases alleging that children are in need of services due to abuse or neglect (CHINS). Approximately 300 such cases are filed in the Porter County Juvenile Court each year. The externship provides students an opportunity to work in the juvenile court in which court proceedings are closed to the public.

- **735-A. Indiana Legal Services Externship – Gary or South Bend, IN. Cr. 2-3**
  Provides a student with a valuable work experience and interaction with multiple attorneys experienced in family law and elder law working at Indiana Legal Services in either Gary or South Bend, IN. The student extern would work on a variety of civil law cases of low income clients. The extern would have client contact, accompany attorneys to court and participate as able. The extern would also research and write necessary legal memoranda.

- **736-A. EPA Externship – Chicago, IL. Cr. 2-3**
  Provides students with the opportunity to obtain practical experience in environmental law by performing legal research and writing to support counseling and enforcement work at the Office of Regional Counsel, U.S. EPA Region V. Externs may also attend negotiations and/or oral arguments. Externs must work at least 16 hours per week during the school year. Prerequisite: Law 448 Environmental Law and prefer a genuine interest in environmental issues.

- **737-A. Equal Employment Opportunity Commission (EEOC) Externship – Chicago, IL. Cr. 2-3**
  Provides students with an opportunity to work with the EEOC's Volunteer Service program with the Administrative Law Judges. Work assignments will require much independent work including legal research, interviewing clients, investigating complaints, preparing witnesses for trial, drafting motions and trial briefs, assisting the administrative judge in hearings, and participating in mediations, judicial decision drafting. Course pre- or co-requisites are an employment law class (i.e., Employment Law, Employment Discrimination, Administrative Law or Civil Rights Legislation).

- **738-A. Rush University Medical Center Externship – Chicago, IL. Cr. 2-3**
  Provides a student with a valuable work experience in a major health care system. Rush is an academic medical center that encompasses an 824-bed hospital and Rush University. Rush provides externships in four of its departments: Legal Affairs, Risk Management, Corporate Compliance and the HIPAA Privacy Office. The work assigned to an extern will generally be of the same nature as that given to a first-year associate.

- **739-A. Hammond Legal Aid Clinic – Hammond, IN. Cr. 2-3**
  Student will research legal issues and prepare legal memoranda, interview witnesses to determine eligibility and whether clinic is able to provide assistance. Student will gain real legal experience with people who need legal help and are unable to afford it. Student may have the opportunity to observe local government meetings related to the Legal Aid Clinic, such as "Mayor's Night Out," Commissioners' meetings. Pretrial Skills or Trial Practice is preferred, but not required.

- **740-A. No. Indiana Federal Community Defender – Hammond, IN. Cr. 2-3**
  Student will work on investigation including witness interviews, discovery review, internet search, etc. Client contact includes interviews with family, jail visits, and office visits. Students also conduct research with finding cases, written memorandum, and suppression motions. Students often

- **741-A. Department of Homeland Security Externship* – Chicago, IL. Cr. 2-3**
  Provides second-year or third-year students with an interest in immigration law the opportunity to work under the supervision of an attorney in the District Counsel's Office in Chicago. The Department of Homeland Security combined the Customs Office and the Immigration and Naturalization Service (INS) after 9/11. Provides the student with a broad range of matters relating to the importation of goods into the U.S., including criminal investigations and duty assessment disputes. Student externs will work with traditional customs matters such as the valuation and classification of imported goods and will also advise customs officials on administrative law questions and criminal procedure questions. The activities will include assisting office counsel in trial preparation, trial attendance, the drafting of appellate briefs, and the evaluation of new case files (particularly asylum requests).

- **742-A. Internal Revenue Service (IRS) Externship – Chicago, IL. Cr. 3**
  Provides students with an interest in tax litigation to work under the supervision of experienced tax lawyers at the Chicago District Counsel Office of the Internal Revenue Service. Externs provide research assistance to attorneys on substantive tax issues. Students may have the opportunity to attend regular Tax Court sessions, small tax "S" calendar sessions and Bankruptcy Court proceedings where tax claims are at issue. **Students MUST work a minimum of 150 hours** and take into consideration the commute time to Chicago. Course Pre- or Co-Requisite: Individual Income Tax or Corporate/Partnership Tax.

- **744-A. Americans United for Life - Cr. 2-3**
  This externship is for students who have an interest in the issues affecting the sanctity of human life. AUL is a non-profit, public interest law firm and educational organization which works on litigation, legislation and education in the areas of abortion, euthanasia and assisted suicide on the state and national levels. Externs will conduct legal research in the areas of state, federal statutory and constitutional law, as well as with medico-legal ethics issues.

- **745-A. Public Guardian Externship – Chicago, IL. Cr. 2-3**
  Provides students with the opportunity to work with a government, public-interest agency assisting elderly and disabled wards of the court. The work experience includes drafting petitions, motions, and other court papers; research; observing court proceedings; tax and title searches on real property; working with attorneys on litigation and discovery, field work, and if Illinois 711-licensed, attend court, motion practice and work on a trial. Prerequisite: Law 487 Elder Law.

- **746-A. Legal Services Older Adult Program – South Bend, IN. Cr. 2-3**
  Provides a student with a valuable work experience in the field of elder law working at Indiana Legal Services, Inc. in South Bend, IN. Student externs will identify issues encountered by elder law attorneys during the process of advising older adult clients, participate in resolving legal issues in the clinical setting, reflect on the attorney's role in meeting complex and often interdisciplinary needs of the elderly, enhance professional skills in such areas as client interviewing and counseling, and understand the history, structure and practices of Indiana Legal Services. Pre-requisite: Law 487 Elder Law.

- **747-A. NiSource Externship – Merrillville, IN. Cr. 1-3**
  The Legal Intern will report to, and work primarily with, attorneys, paralegals and administrative support staff in the Legal Litigation Group. The intern will be expected to perform tasks ranging from the clerical level all the way up to sophisticated research and drafting. Projects will include assisting in responding to subpoenas, drafting responses to demand letters, researching and summarizing laws and cases, assisting attorneys in preparing for transactional closings, depositions, hearings and trials as well as assisting in the assignment, coordination and review of discovery requests. The Legal Intern may be assigned projects for other groups within the NiSource legal department.

- **749-A. DuPage County Public Defender – Wheaton, IL. Cr. 2-3**
  Provides students with the opportunity to represent indigent persons accused of a crime. Depending on the types of cases pending, externs can experience drafting legal documents and memos, observe oral arguments, prepare for trial, negotiate, interview witnesses, develop case strategy, argue motions, observe trials, work with clients, research, participate in pretrial or case status conferences, diagnose clients' problems, participate in bar association activities and argue motions or appeals.

- **750-A. Municipal Law-Michigan City, IN. Cr. 2-3**
  The Town Attorney for LaCrosse and Wanatah supervises students in a variety of areas including: updating or creating written municipal ordinances for various cities and towns, employment issues, zoning issues. The student will be asked to conduct research and review other town ordinances. Student may also be required to attend meetings of the town council and participate in any on-going litigation the town has pending.

- **751-A. Indiana Attorney General Externship – Indianapolis, or Hobart, IN. Cr. 2-3**
  Provides students with the opportunity to shadow attorneys for the State of Indiana. Externs work in one of several divisions; Appeals, Consumer Protection, Advisory, Environmental, Government Litigation, or Telephone Privacy in Indianapolis or with the Medicaid Fraud Control Unit (MFCU) in Hobart, IN.

- **752-A. University of Notre Dame Externship – South Bend, IN., Cr. 2-3**
  Provides students the opportunity to work in the Office of General Counsel at Notre Dame University. Students will be involved in legal research, preparing motions, and writing memoranda, pleadings and contracts for the University. Prefer student with interest in education law and academia.

- **753-A. Indiana Court of Appeals – Indianapolis, IN. Cr. 2-3**
  Provides a student with a valuable experience as a judicial law clerk in the appellate process. The extern would serve as a judicial law clerk along with the judge's other law clerks in the State Capitol building and affords the opportunity to work with experienced jurists and hone legal research and writing skills.

- **754-A. Lake County Public Defender – Crown Point, IN. Cr. 2-3**
  Students will work in the Lake County Government Complex with the Office of the Public Defender in the main office, conflicts or the appellate division. Students work closely with the attorneys in the office to research and prepare legal memoranda, attend client depositions, assist at trials, when available.

- **756-A Berrien County Prosecutor's Office – St. Joseph, MI**
  Provides students with the opportunity to observe and participate in the daily operations of the Berrien County Prosecutor's Office in Michigan. Externs will review misdemeanor police reports, represent the office at pretrial conferences, conduct non-jury trials and formal hearings in cases involving misdemeanors and civil infractions, and in some cases, may be assigned a misdemeanor jury trial. Work is assigned weekly by the Prosecutor and externs report to the Assistant Prosecutor(s) on a daily basis.

- **757-A. Law Library Externship – Valparaiso, IN. Cr. 2-3**
  Student will work with the law librarians as part of the team that responds to the information needs of the law school faculty and students. This will include answering reference questions, creating and testing assignments for the first-year legal research class, and participating in various aspects of law library operations such as acquisitions, collection development, collection maintenance, and circulation. The extern will job-shadow each librarian to observe operations from the perspective of technical and public services. The experience will include field trips to other academic and firm law libraries. The written work product will include assignments to be used in legal research classes and guides to the library. Pre-Requisite: Advanced Legal Research.

- **758-A. St. Margaret Mercy Healthcare – Cr. 2-3**
  Externs in the VAS program will prepare & file guardianship petitions, orders and court reports; complete research and writing re: needs of clients and program; participate in guardianship case planning and management activities; provide direct support services to volunteer limited guardians and clients; interact and liaison with local healthcare, social service and legal services providers, financial and health insurance institutions and federal and state public assistance providers; liaison with VAS program advisory committee; and participate in program strategic planning

- **759-A. Equal Employment Opportunity Commission (EEOC) – Indianapolis, IN. Cr. 2-3**
  Provides students with an opportunity to work for the EEOC Legal Unit and be supervised by a Senior Trial Attorney. Assignments include legal research, interviewing clients, preparing witnesses for trial, drafting motions and trial briefs, and assisting the supervising attorney in trial. In addition, externs will assist the administrative judge with hearings and participate in the Enforcement-Investigation Unit.

- **760-A. Kid's Law – Fort Wayne, IN. Cr. 2-3**
  Student extern will gain hands on experience: interviewing clients, preparing cases, reporting to court for observation of child custody trials, and preparing drafts of motions, appeals, etc.

- **761-A. Bankruptcy Externship – Cr. 2-3**
  Provides students the opportunity of working on a close personal basis with a federal bankruptcy court judge. It enables students to observe the day-to-day routine of a bankruptcy judge; engage in professional dialogues with the bankruptcy judge; and become involved in particular problems and their resolution. Students also prepare memorandums and perform legal research for the bankruptcy judges.

- **762-A. Cook County State's Attorney – Chicago, IL. Cr. 2-3**
  Students may work with attorneys in various divisions, primarily the Juvenile justice division or the felony trial unit of the Narcotics Prosecution Bureau in the Chicago office. Students will research legal issues, draft legal memoranda, observe mediation, conduct discovery and prepare for trial.

- **763. Lawyers for the Creative Arts – Chicago, IL. Cr. 2-3**
  Provides students with the opportunity to provide legal services to all arts disciplines. The program is designed to enable students to draft legal documents, work with clients, research legal issues, draft memoranda, observe mediations and diagnose clients' problems. Experience will be gained in contracts and Intellectual Property.

- **764-A. City of South Bend Legal Dept. – South Bend, IN. Cr. 2-3**
  The Legal Dept. provides legal advice and representation for the Mayor and all City departments, boards, commissions and agencies. Student will work on research and writing primarily and will see the inner workings of a city legal department with a variety of legal aspects. Will prepare research memos on point of law, but could work on pleadings and might be involved in discovery, depositions and some trial preparation. Student may have the opportunity to conduct discovery and observe trials. Administrative Law is not required, but is helpful.

- **765-A. Michigan Supreme Court - MI. Cr. 2-3**
  Students participate in a variety of research and writing projects under the supervision of the judge's law clerks. Projects may include reviewing lower court records, applications for leave to appeal, and draft opinions, reading parties' written briefs, and drafting case memoranda for the judge's review. Students may assist with the drafting of opinions and may travel with the judge to events across the state, including oral arguments, weekly Court conferences, and judicial investitures and State Bar functions.

- **766-A. Hartman Global IP (Intellectual Property) Law – Valparaiso IN. Cr. 1**
  Students with an interest in intellectual property, specifically patents will research legal matters related to these areas and draft memos to assist 2-attorney law firm with patent law issues. Approved for **one credit only**. Course Pre-Requisite: Intellectual Property, Patent Law or licensed engineer.

- **767-A. Chicago Immigration Law Externship – Chicago, IL. Cr. 2-3**
  The office of Marian S. K. Ming & Associates specializes in the legal problems of the first generation immigrants. The extern will deal with actual cases, starting with interviewing clients, collecting evidence, drafting and filing complaints, observing court proceedings, obtaining final court orders, etc. The research done for the case will be the written work product for each student. Student may have the opportunity to attend Immigration Court. Prefer third-year student and Spanish skills are required.

- **768-A. Federal Highway Administration Externship – Olympia Fields, IL. Cr. 2-3**
  Provides students with the opportunity of working with the U.S. Department of Transportation. The Federal Highway Administration, by virtue of its mandate, is charged with the environmentally sensitive development of the nation's principal transportation network. As such, it is the frequent target of litigation under our environmental laws, and thus it is an excellent place to learn both sides of this type of litigation.

- **769-A. Federal Trade Commission – Chicago, IL. Cr. 3**
  Externs in the Midwest Region participate in all aspects of the office's work and provides an inside look at working for the federal government. Assignments vary depending on the nature and status of the office's cases during the extern's semester. Typical assignments include: identifying unlawful practices and law enforcement targets, often through Internet research; gathering documentary evidence against potential defendants; interviewing consumer victims; drafting declarations to be filed in federal court; drafting federal court pleadings and papers; attending federal court hearings, and attending settlement negotiations. Prefer candidates with GPA 3.0 or above.*

- **770-A. U.S. Attorney Externship* – South Bend, IN. Cr. 2-3.**
  Students will work with the Assistant U.S. Attorneys (AUSA) in both criminal and civil matters. It is recommended that the student receive the Indiana Rule 2.1 certification so they may argue motions and conduct trials under the supervision of AUSA. Students will research legal issues, draft appellate briefs and other legal memoranda, observe trials and oral arguments. Student must be willing and able to pass security and background clearance.

- **771-A. NCAA Externship – Indianapolis, IN. Cr. 2-3.**
  The NCAA enforcement staff enforces the rules regulated by the member institutions. The extern will be a part of the major violations investigative team in the office only, but will assist in advancing their cases. The extern will review recorded testimony of witnesses and memorialize it, review interview transcripts for accuracy. The extern will prepare limited case correspondence and assist in research projects and will observe pre-hearings and hearings. This is offered primarily during the summer.

- **772-A. Office of State's Attorney Environmental – Cr. 2-3**
  The Cook County State's Attorney's Office is the second largest prosecutor's office in the nation, with more than 900 Assistant State's Attorneys (ASA's) who handle over 60,000 new felony cases and several hundred thousand new misdemeanors a year. The Public Interest Bureau initiates civil and criminal lawsuits to protect individuals in the areas of Environment and Energy, along with numerous other areas related to the general public interest.

- **773-A. NASD ADR Externship – Cr. 2-3**
  The National Association of Securities Dealers Regulation, Office of Dispute Resolution is the premier provider of securities dispute alternative dispute resolution. Students would assist with the drafting of arbitration awards and other duties assigned by attorneys regarding case administration. May be able to observe arbitrations and attend in-house training. Co-Requisite: Securities Regulation, ADR preferred but not mandatory.

- **774-A. NFL Oakland Raiders Football Club Externship – Alameda, CA. Cr. 3**
  Provides students with an opportunity to work 6-7 weeks during the summer with the Oakland Raiders Football Club in their legal department. In addition to conducting research and writing, externs will become involved in arbitrating disputes that arise under the collective bargaining agreement. They will also assist in interviewing witnesses and preparing them for direct and cross-examination, participate at the arbitration hearing, and write post-hearing briefs.

- **775-A. Legal Aid of Western Michigan – Cr. 2-3**
  The Legal Services provide free legal counsel, advice and representation to low income persons and seniors in non-criminal, non-fee generating matters. Student will work on complaints, pleadings, and briefs. There will be opportunity for client contact, observation of trials and developing case strategy.

- **776-A. Entertainment Law Externship – Cr. 2-3**

- **777-A. Bureau of Alcohol, Tobacco and Firearms* – Chicago, IL. Cr. 2-3**
  The ATF is a Bureau of the U.S. Dept. of Justice. Externs can expect to research criminal issues with a focus on search and seizure, firearms, explosives, and arson laws. Draft documents including research memos and notices revoking firearms/explosive licenses. May be asked to assist in hearings and meetings with inspectors and/or agents. An extern is assigned to an experienced attorney who bears primary responsibility for assigning work, monitoring the quantity, quality and timeliness of the work. Course Pre-Requisite: Evidence, Criminal Law and Criminal Procedure. Administrative Law is helpful, but not required. **NOTE**: Students must pass an intensive background check to be accepted into the program and must commit to the employer when that background check is started. No exceptions.

- **778-A. Marion County Public Defender – Indianapolis, IN. Cr. 2-3**
  The Agency was formed by statute in 1993 with the first full year of operation in 1994. The Agency represents indigent clients in all areas of Marion County major felony courts, all D felony courts, all misdemeanor courts, Title IV D court, juvenile courts, termination of parental rights/children in need of services cases and all criminal appeals. In 2003, the office handled over 33,000 cases in the criminal justice system. Students will draft motions, orders and subpoenas, interview witnesses and observe court proceedings. Course pre-requisites: Evidence and Legal Profession.

- **779-A. Newton County Prosecutor – Kentland, IN. Cr. 2-3**
  Student will work with Chief and Deputy Prosecutor and shadow the deputy prosecutor, argue motions in court, prepare legal research and memo drafting. Writing will consist of legal memoranda. May interview witnesses, conduct discovery and assist prosecutors in preparing for trial.

- **780-A. Starke County Prosecutor – Knox, IN. Cr. 2-3**
  Student will conduct legal research, draft motions and supporting memoranda; develop a criminal case in preparation for trial; develop projects for the office, e.g., arrest forfeiture program, crime investigation protocols, and research databanks; review police reports and draft charges and probably cause affidavits; job shadow prosecutor and deputies; make contact with witnesses in preparation for trial. Pre-Requisite: Criminal Law

- **781-A. Porter Hospital Externship – Valparaiso, IN. Cr. 2-3**
  Student extern will research medical/legal issues and prepare memoranda, incorporate research into hospital policies and procedures, present research information to appropriate staff and committees, interview witnesses with potential professional and general liability claims, assist in the response to discovery requests posed by plaintiff counsel, and regulate compliance research and drafting. Pre- or co-requisite: Health Care, Medical Malpractice. Administrative Law is also a benefit.

- **783-A. Illinois Dept. of Children & Family Services – Chicago, IL. Cr. 2-3**
  The Dept. was established in 1964. Students will work with a variety of attorneys in preparing the case files for clients. This may include reviewing the investigation, preparing witness list, filing appearances, motions to produce and various subpoenas. Student will conduct legal research and writing short memoranda of law; prepare pleadings, responses to subpoenas; interview witnesses; and summarize depositions.

- **784-A. Elkhart County Prosecutor's Office – Elkhart, IN. Cr. 2-3**
  Student will learn elements of crimes, rules of evidence and charging considerations. Student will evaluate investigations for criminal charges and preparation thereof; understand and apply pre-trial procedures for case preparation, assist in trial preparation, conduct research projects, observe trials and hearings. Course pre-requisites: Criminal procedure, criminal law and evidence.

- **785-A. Illinois Attorney General's Office – Chicago, IL. Cr. 2-3**
  The office provides an opportunity for students to improve their skills and knowledge in such areas as consumer protection, government representation, civil rights, environmental enforcement, antitrust, complex civil litigation, civil and criminal appeals and criminal law enforcement. Externs work closely with the attorneys to investigate facts, review documents, research legal issues and draft legal memoranda, correspondence and pleadings. Students who qualify for an Illinois 711 license may appear in court under the supervision of an Asst. Attorney General.

- **786-A. Indianapolis Legal Services – Indianapolis, IN. Cr. 2-3**
  Provides a student with a valuable work experience in the field of elder law working at Legal Services Organization of Indiana, Inc. in Indianapolis, IN. Initially, the student extern assigned to the Senior Law Project will have initial client interview responsibilities. The extern will participate in the project's case meetings and will be assigned a caseload of clients, representing those clients in a variety of areas ranging from Medicaid administrative hearings to consumer related negotiations. The Senior Law Project will offer the extern a fairly broad exposure to a variety of other legal matters including health care law, guardianships and planning for incapacity through use of advance directives, housing, social security, and other income maintenance issues.

- **787-A. Social Security Administration – Fort Wayne, IN. Cr. 2-3**
  Students would review and summarize the evidence in case files, preparing a detailed written report for the Administrative Law Judge. The student will have the opportunity to observe hearings. The student will draft decisions in cases that are fully favorable to the claimant. Administrative Law is preferred, but not required.

- **788-A. Marion County Prosecutor's Office – Indianapolis, IN. Cr. 2-3**
  The MCPO handles the state level prosecution of all criminal offenses committed in Marion County. Students will assist in specialty divisions such as general felony, sex crimes/child abuse, drug court, grand jury, gangs/guns, domestic violence, D-felony/ misdemeanor, juvenile court, child support, community prosecutors. Students will research legal issues in order to draft legal memoranda, interview witnesses, participate in pre-trial or case status conferences, develop case strategy, and observe trials and negotiations. Students are encouraged to be court certified under Indiana Rule 2.1.

- **789-A. U.S. Patent & Trademark Office – Washington, DC. Cr. 2-3**
  The Patent and Trademark Office (PTO) externship is tailored for law students with an interest in trademark law and the U.S. trademark registration process and related intellectual property issues. The extern primarily supports the trademark examining operation, with trademark attorneys who are responsible for determining the registrability of trademarks.

- **790-A. Equip for Equality – Chicago, IL. Cr. 2-3**
  The mission of Equip for Equality is to advance the human and civil rights of children and adults with physical and mental disabilities in Illinois. It is the only statewide, cross-disability, comprehensive advocacy organization providing self-advocacy assistance, legal services, and disability rights education. Students will primarily conduct client interviews and provide legal advice, self-advocacy assistance, information and referral and case file management. Extern will conduct legal research on issues that arise from the client interview and draft legal memoranda as needed.

- **791-A. Small Business Administration Externship – Cr. 2-3**
  Students will work with the Office of Chief Counsel, the principal legal advisor for the SBA regarding the administration of its programs concerning assistance to small business. The Office of General Law is a division within the OGC and deals with labor and employment law issues. This is a 10-week summer only program and student will work 40 hours per week. Students may expect to research legal issues and draft legal memoranda, conduct discovery and write opinions, observe negotiations, mediation and arbitrations and trials.

- **792-A. National Immigrant Justice Center – Chicago, IL. Cr. 2-3. *(suspended as of Fall 2016)***
  Students who are interested in Immigration Law will work with the Refugee and Asylum Law Externship offered by the National Immigrant Justice Center (NIJC). Students attend (one night a week) classes held in the evening and will be assigned an asylum case to prepare for presentation before the Asylum Office. At the end of the program, each student will file an application with the Department of Homeland Security and accompany his or her client to the interview at the Asylum Office. Fluency in a second language is very helpful, but is not a requirement. The program is held in the school year only.

- **793-A. Hendricks County Prosecutor's Office – Danville, IN. Cr. 2-3.**
  Students will assist with the preparation of court cases, learn to do discovery responses, attend depositions, draft pleadings, and observe in court. If certified as a Legal Intern, student will handle some traffic cases and bond hearings, initial hearings and assist in town courts or attend local government meetings.

- **794-A. Office of the Governor of Indiana, Indianapolis – IN. Cr. 2-3.**
  The student will work closely with the General Counsel and Assistant General Counsel and will be responsible for researching ongoing and new topics. The topics vary due to current issues in state government. The extern may research constitutional law and state constitutional law and apply them to current state government issues. Student may review contracts, settlements and partake in the administrative rule-making process. Student may draft memoranda for various attorneys in the legal office.

- **795-A. American Medical Association – Chicago, IL. Cr. 2-3.**
  The Office of General Counsel (OGC) provides students the opportunity to work with both health and corporate law attorneys while providing support for ongoing projects and initiatives within the OGC. Work includes health and corporate law matters, appropriate to divisional need and the preference of the extern. Students may also have the opportunity to research and draft memoranda on various health and corporate law issues; interact with AMA physician members and AMA staff in an assortment of divisions; attend educational sessions; and prepare briefs and materials for litigation. This externship is available in the summer only and requires the extern to work full time.

- **796-A. U.S. Department of Energy – Argonne, IL. Cr. 2-3.**
  The U.S. Dept. of Energy (DOE) handle patent prosecution covering multiple DOE laboratories across the country, in matters related to intellectual property, including patents, copyrights, trademarks, proprietary data, invention management, technology transfer and contract and license reviews and negotiation. Students will be assigned independent assignments such as to draft patent applications and patentability evaluations, as well as, respond to U.S. Patent and Trademark Office actions under the supervision of patent attorneys. A hard science degree is required.

- **797-A. Hoosier Environmental Council (HEC - Formerly LEAF -Legal Environmental Aid Foundation) – Valparaiso, IN. Cr. 2-3.**
  Hoosier Environmental Council (HEC), formerly known as LEAF (Legal Environmental Aid Foundation) is a non-profit, public interest environmental law center that supports community efforts to protect and sustain Indiana's natural legacy. HEC promotes environmental conservation and sustainable natural resource management by providing low cost or pro bono legal representation to local residents in rural and urban communities, citizen groups and environmental organizations working to protect Indiana's natural resources. Assisting clients in traditional grassroots organizing to mobilize citizen action and build lasting relationships that empower local communities. Students will perform legal research, draft legal memoranda, pleadings, motions and discovery and help prepare for administrative and judicial proceedings involving citizen enforcement actions brought under federal and state environmental laws. Students will also have the opportunity to attend city council and county plan commission meetings and hearings with HEC's clients contesting local zoning and land use decisions.

- **798-A. Fidelity National Title Group Externship – Cr. 2-3**
  Fidelity National Title offers students the opportunity to learn in the areas of title insurance issuance, real estate closing, escrow & construction disbursement, insurance claims and litigation concerning real property interests. Students may work in the area of claims for which they will contact outside counsel, analyze legal issues, investigate claims, compose acceptance or denial and monitor case progress. Students may also work in the commercial department in which they negotiate coverage, research case files, attend closings and fundings, participate in escrow, and analyze documentation. Students who wish to work in the General department will participate in training and title search analysis, deal with negotiations, counsel on preventative law and research legal issues.

- **799-A. Potter Shelly & Co.-UK Externship – Cr. 2-3**
  The firm is located in England and to participate, student must be enrolled in the Valpo Law Cambridge Summer Program. The firm deals solely with criminal matters from the police station to appeal courts. Firm is noted as the criminal law specialist in Huntingdon and Cambridge. Through job shadowing and independent assignments, students will participate in observation, research and preparation for court, both Magistrate and Crown Court. Students may attend appeals statement taking conference, and prepare applications for clients. As well as interviewing witnesses, develop case strategy, prepare for trial, observe oral arguments, mediations and trials, write trial briefs and participate in pre-trial or case status conferences.

- **825-A. Wisconsin Department of Justice* – Madison, WI. Cr. 3.**
  The externship offers students a unique opportunity to gain hands-on experience in litigation and public advocacy at the Department of Justice. Externs will work in civil rights, environmental protection, consumer protection, criminal prosecution, antitrust, employment, government operations, administrative law, bankruptcy, contracts, property, constitutional law, personal injury, Medicaid fraud and medical malpractice – at the administrative, trial and appellate levels.

- **826-A. Gary Housing Authority – Gary, IN. Cr. 2-3.**
  The GHA is a municipal corporation organized by the City of Gary under the laws of the state of Indiana to provide subsidized housing to low income citizens of the City of Gary and senior citizens. The extern will assist new GHA tenants to understand the lease terms; work with GHA property managers and attorneys in prosecuting evictions; and negotiating extended payment plans. Extern will review and draft briefs on grievances filed by GHA employees. Extern will review issues related to collective bargaining between GHA and Service Employees International Union (SEIU).

- **827-A. First Source Bank Externship – Cr. 2-3**
  Students work with the Personal Asset management group to review legal documents (generally trust agreements) and provide a written synopsis for use by trust administrators. Students will research relevant statutory and case law in response to specific questions regarding fiduciary accounts and provide hands-on support for dealing with probate estates and living trusts after the death of the grantor.

- **828-A. Municipal Law, City of Valparaiso – Valparaiso, IN. Cr. 2-3.**
  Students work with the City Attorney of Valparaiso to draft legal documents, work with clients, observe and participate in local government meetings. Student may have the opportunity to job-shadow the City Attorney as schedules permit.

- **830-A. Chicago Park District Externship – Chicago, IL. Cr. 2-3.**
  Students work with the Law Department to handle claims filed against the Park District in both municipal & law divisions, as well as federal court. The Law Dept. handles real estate issues, tax matters, labor & employment issues, workers' compensation claims, contracts, 1st Amendment issues and municipal finance transactions.

- **831-A. Palm Beach State's Attorney – West Palm Beach, FL. Cr. 3.**
  Students assist felony attorneys in preparing their cases for discovery, motions and trials. The extern will help prepare score sheets pursuant to the sentencing guidelines. The student will also assist with legal research on a variety of issues and help prepare motions for responses. Extern will observe trials and negotiations.

- **832-A. Loyola University Medical Center – Chicago, IL. Cr. 2-3.**
  Students assist the Associate General Counsel at the hospital, research legal issues, draft legal memoranda and legislation, write opinions, observe negotiations, work with clients, and conduct discovery.

- **833-A. Illinois Association of School Boards – Lombard, IL. Cr. 2-3.**
  Students advise the IASB as a general counsel, write sample school board policies and legal articles for IASB publications, assist with legislative issues, and provide legal information to its member school boards, training school board members and school administrators. Students serve as secretary to the Illinois Council of School Attorneys (ICSA) – a large network of attorneys representing Illinois school districts. Students also draft legal documents, observe oral arguments, attend in-house training, observe local government meetings, participate in bar association activities, and research legal issues.

- **834-A. Best Friends Animal Society Externship – Kanab, Utah. Cr. 2.**
  Students analyze bills that concern animal welfare that were signed into law, assist in drafting legislation, research animal welfare laws, and draft ordinances and memoranda. Students also occasionally observe animal abuse court cases in the city of Chicago. Students keep in contact through phone and email on a daily or weekly basis.

- **835-A. Chicago Legal Clinic Externship, Chicago, IL. Cr. 3.**
  Students work directly with an attorney on cases, including discussing the case, training in a particular area of law, and assignments such as talking with clients. Students also are responsible for drafting correspondence pleadings and motions, legal research, and accompanying the attorney to court.

- **836-A. Center for Disability & Elder Law Externship – Chicago, IL. Cr. 2-3.**
  Students are exposed to all aspects of the practice, including conducting intake interviews, case management, participation in CDEL-sponsored workshops, drafting legal documents and memoranda, and participating in the pro se help desk.

- **837-A. Valparaiso University General Counsel Externship –Valparaiso, IN. Cr. 3.**
  Students work under the supervision of the General Counsel of Valparaiso University (and may also be assigned to work for the Department of Human Resources). Students primarily are responsible for doing legal research on the wide array of legal matters that concern higher education, human resource issues and healthcare. The students also attend client meetings, counsel on preventative law, observe and participate in negotiations, and draft memoranda. The work produced is primarily legal memos.

- **838-A. Valparaiso University Athletic Dept. NCAA Externship –Valparaiso, IN. Cr. 2.**
  Students produce documents that would not only be used in the office, but also in the Department. Students help in evaluating current policies and putting in place new policies the students help to create. Students also work on explaining interpretations and legislative proposals that are issued during the course of the externship. Other responsibilities include attending and aiding in departmental training sessions, reviewing and prepping staff on recent legal decisions and NCAA interpretations, working with staff on implementing department's new agent and amateurism policy, and researching and reporting to staff on best practices for initial and continuing eligibility waivers.

- **839-A. Indiana State Police – Lowell, IN. Cr. 2-3.**
  Students will prepare drafts of memoranda recording results of research, prepare letters in response to legal process and draft legal documents for courts use, including motions and affidavits. Normal responsibilities include review and response to subpoena and document requests, memoranda on search and seizure issues, administrative law matters, including preparation and prosecution of firearms permitting matter and investigations and identification of areas of concerns in civil liability.

- **840-A. Hispanic Immigrant Support & Assistance – Cr. 2-3**

- **841-A. Notre Dame Athletic Department – Notre Dame, IN. Cr. 2-3**
  Students will perform general legal work related to athletics (e.g., review contracts, prepare contract templates, catalog existing contracts), and will perform work related to NCAA compliance, including monitoring and interpretations of the NCAA regulations. This is offered only during the summer.

- **842-A. U.S. Department of Labor, Office of the Solicitor– Chicago, IL. Cr. 3.**
  This externship provides broad experience including attending trials, mediations, and depositions. Externs would draft legal documents, conduct research, conduct discovery, and participate in trial preparation.

- **843-A. Farmworker Landscaper & Advocacy Project-Chicago, IL. Cr. 2-3.**
  FLAP serves the landscaping and agricultural worker communities in northern Illinois on employment law issues. Students conduct legal research and compose memoranda; draft complaints and other pleadings, discovery, demand letters and settlement agreements; investigate claims; gather facts from clients; answer clients' substantive and procedural questions; maintain client files with updated information; analyze legal claims and calculate damages; and update community legal education pamphlets. May work on trials if they arise during the semester and student has opportunity.

- **844-A. Biomet- Warsaw, IN. Cr. 3.**
  Biomet is a global industry leader in the manufacture and sale of orthopedic devices. Students will review advertisements and promotions for compliance with federal and state regulations prior to publication in brochures, videos, or on Biomet's website; reviewing warning letters and government investigations to determine if the investigation effects the way Biomet promotes its products; research regulations and draft internal memoranda summarizing relevant laws.

- **845-A. Will County State's Attorney – Joliet, IL. Cr. 3.**
  Students will work with attorneys on trials and motions in the courtroom along with work on negotiations, the types of cases range from petty traffic matters to felonies. The extern will assist with research, file preparation, draft motions and other office projects. The extern may potentially assist in civil and juvenile issues. Most of the work experience is performed inside the courtroom.

- **846-A. Illinois Department of Human Services – Chicago, IL. Cr. 2-3.**
  Student externs will work primarily in the Division of Administrative Hearings and Rules within the Office of the General Counsel. They will perform legal research, draft/edit administrative code regulations governing the Department's administrative hearings; conduct administrative hearings as well as analyze records and draft/edit decisions for such hearings. Students may also observe oral arguments, participate in bar association activities, draft legislation and participate in local government meetings.

- **847-A. Illinois Human Rights Commission – Chicago, IL. Cr. 2-3.**
  The extern will research and provide preliminary drafts of the Commission orders; provide written briefs of cases for presentation to HRC Commissioners; attend Commission meetings, observe HRC administrative law judges during motion calls, hearing and settlement conferences; and complete research projects, producing written memoranda as a result. Externs will produce orders, memos and case briefings. Externs may apply for the Illinois 711 license, if qualified.

- **848-A. Legal Aid Society of Milwaukee – Milwaukee, WI. Cr. 2-3.**
  Student externs are directly involved in all facets of the practice and participate as team members with supervising attorneys. As new cases are presented or in ongoing litigation, the student is involved in client interviews, research and writing, drafting pleadings & attending court proceedings.

- **849-A. Newton County Prosecutor Externship – Kentland, IN. Cr. 2-3.**
  Provides students with the opportunity to observe and participate in the daily functions of the Newton County Prosecutor's Office. The program is designed to enable student participation in all aspects of criminal cases from charging decisions to trial. Students are certified under IN Rule 2.1 so that actual courtroom functions can be performed under proper supervision. Legal research and writing skills are utilized as well as courtroom observation and participation.

- **850-A. Chicago Board of Education – Chicago, IL. Cr. 2-3.**
  Student externs will conduct legal research, draft basic agreements with attorney supervision, prepare pleadings and motions, and with 711 license, appear before administrative agencies. Work in one of these four divisions: Real Estate, Litigation, School Law and Transactions.

- **851-A. Cook County Public Defender – Chicago, IL. Cr. 2-3**
  Student externs will assist the Public Defender who provides legal representation in the areas of criminal, misdemeanor, juvenile justice, child protection, paternity, appeals, post-conviction and traffic cases. Externs will conduct legal research and prepare legal memoranda to assist attorneys.

- **852-A. Crane (Naval Warfare Service Center) – Crane, IN. Cr. 2-3**
  Student externs will participate in meetings with inventors in patent drafting and prosecution work. Externs will complete projects to include patent drafting and preparing responses to U.S. Patent and Trademark Office correspondence. Pre-Requisite: Technical/Hard Science or Engineering undergraduate degree.

- **853-A. Priority Sports & Entertainment Externship.**

- **854-A. Indiana Department of Revenue – Indianapolis, IN. Cr. 2-3.**
  Student externs can expect to draft letters of findings, memoranda of decisions, and other legal memos for review by senior hearing officers and by their field supervisor. Externs may also gain experience with drafting or reviewing various documents submitted during the course of tax court proceedings. Externs will work with a legal team and can expect to contribute to the advancement of IDOR Legal's objectives by working with several different members of the team. Prefer applicants with an interest in tax.

- **855-A. Indiana Supreme Court – Indianapolis, IN. Cr. 2-3**
  Students will work with Justice Steven David's law clerk to draft legal documents, observe chambers conferences, write memos, Petitions to Transfer, prepare memos to Oral Arguments, framing issues for both sides, as well as, presenting questions to ask both sides, write opinions and observe Oral Arguments.

- **856-A. City of Chicago Department of Law – Chicago, IL. Cr. 2-3**
  All externs will draft research legal issues and draft legal documents. Student externs may work in the following divisions: Litigation Division - in which the extern will write memos, motions, briefs. If 711 licensed, student will be able to go to court. Transaction Division – extern will draft documents and research legal issues. Prosecution Division – If 711 licensed, extern will go to court.

- **857-A. Franciscan Alliance, Department of Legal and Regulatory Affairs – Crown Point, IN. Cr. 2-3**
  Extern will research into questions of general law including real estate, tax, human resources, litigation and specialty areas of health law including medical staff, regulatory compliance and health law reform, including the Affordable Care Act. Written work will include legal memoranda and analysis.

- **858-A. Cass County Prosecutor – Cassopolis, MI. Cr. 2-3**
  Student extern will conduct legal research and draft memoranda on a wide variety of criminal and constitutional law issues. Extern may have opportunity to attend jury trials in district, family court and argue motions in felony court.

- **859-A. Northern Illinois University Athletics Department, DeKalb, IL. Cr. 2-3.**
  Extern will work closely with the Deputy Director of Athletics and receive practical experience in the area of sports law and intercollegiate athletic administration and specifically, NCAA compliance monitoring and institutional control, with an emphasis on managing NCAA investigations and the self-reporting process.

- **877-A. Green Sense Farms, LLC – Portage, IN. Cr. 1-2.**
  Students are able to explore different areas of the law, including contracts, intellectual property, grant proposals, zoning and international law. Green Sense Farms is a hydroponic farm that sustainably grows fresh greens, culinary herbs and lettuce which are free of pesticides, herbicides and GMOs. The hyrdoponic techniques enable the growers to harvest every 26 days plus their techniques produce more food, safely and responsibly.

- **878-A. Lifestyle DME Group, LLC – Valparaiso, IN. Cr. 3.**
  A participant in this externship will develop experience in and/or be exposed to the following legal areas:
  Federal and state healthcare statutes, regulations and administrative guidance; Federal and state healthcare programs (e.g., Medicare and Medicaid); Legally mandated employee training; Accreditation processes; Internal policies and procedures required by law to maintain compliance; The interaction between corporate legal and business functions; Use of technology in healthcare and concomitant privacy requirements. The possession of at least some hands-on experience in a highly regulated industry is valuable to both legal and non-legal employers. Successful completion of this Healthcare Compliance Externship will provide such experience to the extern.

- **879-A. Indiana Legal Services Bankruptcy, Cr. 1-2.**
  Prospective students will be assigned clients, and assist the supervising ILS attorney in obtaining the required documents, evaluating the client's unique bankruptcy issues, and drafting a bankruptcy petition. In addition, the supervising attorney will collaborate with the law student and the client(s) to review, sign, and file the bankruptcy petition. The law student will accompany the supervising attorney to the meeting of creditors at the Northern District Federal Courthouse located in Hammond, Indiana. Finally, the law student will meet with the client to discuss final steps in rehabilitation of credit, explain the discharge order, and close out representation. Enrollment in or completion of the Bankruptcy Law course is a pre or co-requisite or background in bankruptcy proceedings.

  Indiana Legal Services, Inc. ("ILS") is a non-profit pro bono civil legal services organization established over 50 years ago with offices located throughout the state. ILS has been providing consumer bankruptcy representation since 2004. ILS recently received a grant from the American College of Bankruptcy to expand the availability of consumer bankruptcy in the Northern District of Indiana.

Students may earn 1 credit for this pilot during the Fall 2016 Semester. Students who enroll thereafter may be eligible to earn 2 credits.

- **880-A. Lowell Town Court, Judge Buckley–Lowell, IN–Cr. 1-2**

- **881-A. Kane Co. State's Attorney – St. Charles, IL. Cr. 3.**
  Student externs should qualify for the Illinois 711 license, and as such, will have the opportunity to assist attorneys in court with cases, help prepare witnesses for trial and participate in trials and motions in court with an Assistant State's Attorney. Student externs would be required to research and write legal memoranda.

- **882-A. The Family Defense Center – Chicago, IL Cr. 1-3.** The Family Defense Center ("FDC") is a legal advocacy organization focused on reform of child protection systems, including in particular, child protection investigations. The FDC employs the strategies of litigation (often with the assistance of major Chicago law firms), policy advocacy, legal and policy research, training, public education, and individualized legal services, advice and consultation with families involved in state, local or federal child protection systems, to prevent the unnecessary removal of children from their own homes and to facilitate the return of children to their homes whenever possible. Law clerks at the Family Defense Center are expected to: (a) handle initial client screening and follow-up; (b) investigate the merits of child protection cases; (c) draft and file motions; (d) conduct extensive legal research, including research in the areas of juvenile law, administrative law, civil procedure and constitutional law; (e) if 711 certified, take a leading role at DCFS administrative hearings and on routine motion calls in court (arguing routine motions, second-chairing substantive motions); (f) write at least one article for The Family Defender (see www.familydefensecenter.org, newsletter link for examples); (g) participate in staff meetings and organizational events; and (h) support the mission of the Family Defense Center (advocating justice for families in the child welfare system) and contribute to the overall advocacy program of the FDC (by, for example, publicizing our programs to other law students or applying any special skills the intern/extern has to assist our program to flourish).

- **883-A. Juvenile Justice Center – South Bend, IN. Cr. 2-3.**
  Student extern will work with juveniles in all phases of their cases – detention, initial & disposition. Externs will meet with juveniles, parents/guardians, prosecutor, probation and all parties involved in the case. May work on child support cases where the public defender is appointed to represent the parent who is ordered to pay child support. Extern may also work C.H.I.N.S. cases when child has been abused or neglected in the eyes of the Dept. of Child Services.

899. Law Practical Training. Cr. 0
S/U graded. For International students only who are employed over the summer session.

Curriculum Guidelines and Policies

Law 300-301 Seminar Policy

The seminar is to be a scholarly writing experience based on research. It is to be researched and done independently. The general subject of the papers in a seminar will be suggested by the seminar's title; the particular subject of a seminar paper is to be approved in advance by the faculty member responsible for the seminar.

The seminar requirement is designed to give students an opportunity to build on the knowledge they have gained during their first two years of law study by making in-depth studies in specialized subjects. The goal for substance in the paper is contribution to knowledge. This implies originality and creativity, hallmarks of true scholarship. The goal for writing is improvement in writing skills. The use of the word skill does not imply any lack of creativity in writing. To achieve this goal, it is necessary to establish a baseline for the student's writing in the seminar, give the student feedback regarding his or her paper, and require a rewrite.
An improvement in the student's approach (possibly via comment on the research), and in the student's substantive analysis are implicit in the rewrite requirement. So, of course, is an improvement in the student's writing. There must therefore be a minimum of two versions of each paper, a first draft and a final version, both of which are submitted to the responsible faculty member for review. The student must complete writing assignments (in one or multiple papers) of at least 25 double-spaced pages. Heavy commenting on a draft by a faculty member is required, within the extent to which the paper permits comment. More than one draft before a final version is permitted, but not required, within the discretion of the responsible faculty member. Students will present the results of their research, and their analysis, in class. Because a shared fund of information is necessary to seminar discussion, professors may assign readings. However, because independent research and writing constitute the bulk of the student's work for seminar, professors must be sensitive to not overburdening students with assigned readings.

Being two credits, seminars will ordinarily meet for 1400 minutes. However, because of the research and writing components, the necessity for student presentation of work, and different pedagogical approaches, variations from this norm are to be expected. Nevertheless, seminars which meet for fewer than 700 minutes or more than 2100 minutes are presumptively out of compliance. The seminar fulfills the third-year legal writing requirement required for graduation and will count for this purpose only if taken during the summer between 2L and 3L year or student's third year. Second year students may enroll in a third-year seminar with the instructor's permission, space permitting. They may receive credit, but must register the course as Law 490 Independent Reading and Research, and the same does not satisfy the third-year legal writing requirement. They will be required to fulfill all the requirements of the course, including class attendance. Ordinarily, only a full-time, tenure-track faculty member may offer a seminar. Enrollment in each seminar is limited to a maximum of 16 students unless taught by an adjunct; a lower number shall be utilized as the maximum if the number of available seminars permits.

Law 490 Independent Reading & Research Policy

Independent Reading and Research, from one to three credit hours, is to be a scholarly writing experience for our students. Both the writing and research is to be done independently. The project will be chosen by the student and will be proposed to and approved by the supervising faculty member before registration. There is a 4 credit cap on Independent Reading and Research during a student's career. A letter grade is not an option for students who are on academic probation and enrolling in Law-490. Probation students must enroll in the course for an S/U (pass/fail) grade.

There will be an initial draft and a final version. The initial draft will be submitted to the supervising faculty and will be subject to heavy commenting. This will aid the student in improving research and writing skills - the goal of the course. The guidelines for paper length are intended to be flexible but should reflect adequately the credit hours sought by the student. The following are suggested: 1 cr.-15-25 pages length including appropriate footnotes; 2 cr.-25-35 pages length including appropriate footnotes; 3 cr.-35-45 pages length including appropriate footnotes. This course may not be substituted in lieu of the third-year legal writing requirement.

Applied Experiential Courses

Two types of courses are offered in which students have an opportunity to apply classroom theory and skills to actual courtroom and law office practice. The school maintains a law clinic at Heritage Hall, adjacent to Wesemann Hall that is open to low income individuals in the community who are in need of legal representation. The law clinic is a fully staffed law office in which licensed faculty instructors supervise the law practice of legal interns. To participate in clinic, students enroll as interns (Law 662) in one of eight clinic programs. Interns receive a limited license to practice law from the Supreme Court of Indiana. Interns receive 3-6 credits per semester for work in the clinic.

Students may also enroll in an extern program (Law 725-899). Externs assist with the legal work of a field supervisor, who is either an attorney or judge, in the office in which they are placed. In addition, each externship has a faculty supervisor. **Students may earn no more than 9 credits of externship credit during their law school career.** In some programs students receive a limited license to practice law from the Supreme Court of Indiana.

Due to conflict of interest problems, students may not enroll in certain externships and the clinic during the same semester. Students who wish to experience both clinic and an externship are encouraged to enroll in an externship during their second year and clinic during their third year.

Externships 725-883. Cr. 1-6

Graded S/U. Students can receive no more than nine (9.0) hours of externship credit during their law school career. Students may not enroll in more than one externship in a semester.

Important Note: Various externships may have courses/guidelines as a pre- or co-requisite. Students selected to work for the federal government agencies (i.e., U.S. Attorney's Office, Department of Homeland Security, ATF, FTC, etc.) that require an extensive background check must commit to the employer before the background check is started. Failure to fulfill that commitment will disqualify students from further participation in the externship program. Students enrolled in prosecutor's offices externships must take Legal Profession, Evidence and Criminal Procedure as a pre- or co-requisite. See the Director of Experiential Learning at least one semester prior to the semester in which you are seeking an externship to determine application procedures and requirements. There is also an annual Externship Expo held each spring with employers who visit the law school to market their upcoming opportunities.

I. Educational Objectives

A. Externships have as their educational objectives:

1. To promote student understanding of the law in an applied setting by involving the student in decision-making, problem-solving, and strategizing;
2. To enhance the student's professional skills in areas such as client interviewing and counseling, negotiating, research, legal drafting and writing, and advocating; and
3. To provide the student an opportunity for critical reflection on the attorney's role in various legal institutions and in society from the unique perspective of a participant-observer.

II. Eligibility

A. Students who have successfully completed their first year of law school, or students who have successfully completed 30 credits, may participate in an externship of 3 or fewer credits.

B. Students participating in externships should be able to demonstrate academic excellence commensurate with the externship to the Director of Experiential Learning as appropriate, and to the Associate Dean. The student must otherwise be in good standing with Valparaiso University Law School.

C. Students may be required to take Law 220 Legal Profession as a pre- or co-requisite. Students enrolled in prosecutor's offices externships must also take Law 210 Evidence and Law 473 Criminal Procedure as a pre- or co-requisite. In addition, other course pre- or co-requisites may apply depending on the particular externship (see externship descriptions for additional pre- or co-requisites).

D. Some placements may require a security clearance or direct application to the placement. When students must pass an intensive background check to be accepted into the program, they must commit to the employer when that background check is started. There will be no exceptions.

E. Students may not enroll in more than one externship per semester and may earn no more than a total of 9 hours in externship credits (up to 3 different placements for 3 credits).

F. A third year student enrolled in more than three hours of an S/U externship in any semester may not exercise the S/U option for any graded course.

G. Academic credit is never awarded retroactively for work already undertaken before a student enters an approved externship placement; all externships must be approved first by the Curriculum Committee and then by the faculty.

H. To be selected to participate in an externship, students must go through the appropriate application process, detailed in Part III below.

III. Application Process

A. Students must check Symplicty throughout the semester as extern openings will be posted in job openings and they may consult the descriptions of available externships from the Director of Experiential Learning. The Symplicity posting descriptions will indicate which application process to follow. Many externship supervisors select externs each spring for the following three semesters; summer, fall, or spring. Selected field supervisors choose to conduct on-campus interviews in the spring to choose next year's student externs.

B. Interested students must complete the "Externship Application Form," which is available online and from the Director of Experiential Learning and, in addition, complete any application form or process required by a particular field supervisor. At the time of completing the "Externship Application Form," the Registrar will verify the academic information supplied on the form.

C. Students will submit their completed "Externship Application Form" to the Registrar to add the course to their schedule. Field supervisors will choose their externs through various processes. The Director of Experiential Learning will administer the campus interviews conducted by selected field supervisors. The Director will notify student externs of their selection and send a copy of the notice to the Registrar. Students must interview with and be selected by their placement field supervisors no later than the first day of semester classes.

D. Valparaiso University Law School cannot guarantee any student an externship placement, nor guarantee students their choice of a particular placement.

IV. Registration

A. Registration is conditional upon and subject to acceptance into one of the externship placements. Registration is limited depending on placement availability. After the application process is completed, the Director of Experiential Learning will inform the Registrar of students who have been accepted as externs. Only students who are selected as externs will be permitted to register for the externship. Students shall plan to meet with their faculty supervisor and Director of Experiential Learning during the first week of classes at an orientation meeting to receive any special instructions and assignments regarding their externships. Unless informed otherwise, students should make arrangements with the field supervisor to begin work during the first week of classes.

B. Permission to withdraw from an externship requires the permission of the field supervisor and the Director of Experiential Learning. A student may drop an externship only during the drop-add period in any semester and only with the advance approval and written permission of the Director of Experiential Learning. Discretion rests with the faculty supervisor to administratively withdraw any student having unexcused absences at the placement or assigned meetings with the faculty supervisor. What constitutes an unexcused absence shall be within the discretion of the faculty supervisor. Students may add an externship only within the first week of classes and only with the permission of the Director of Experiential Learning and the field supervisor.

V. Requirements

A. Student externs are required to work at least 45 hours per credit awarded for the externship experience. For example, for a three-credit externship, a student must work 135 hours, or approximately 10 hours per week for the 14-week semester. Individual Field Supervisors may require more hours to be worked than stated in this paragraph. These hours do not include time spent fulfilling the other requirements of the externship such as maintaining a log, work product file, journal, and filing evaluations.

B. Students may not receive compensation for their work in an externship. Students may not obtain credit for externship participation at a placement where they are gainfully employed during the externship period. This also applies to students who qualify and receive the Summer Public Interest Scholarship (SPIS). Also, students may NOT receive SPIS funds for working with an approved externship site.

C. Each student shall maintain a daily log in which the student designates the amount of time spent together with a brief description of the activity, i.e., designating the type of case and legal issues the student is exploring (all confidential information shall be redacted). The daily log shall be submitted periodically to the field supervisor for signature. The faculty supervisor shall review the student's daily log at least twice during the course of the semester.

D. Students shall maintain a file of the work product they produce in the externship and shall submit the file at least twice during the semester for review by the faculty supervisor. Confidential information shall be redacted as required by the field supervisor.

E. Each student extern shall submit to the Director of Experiential Learning an evaluation of the externship placement, field supervisor, and faculty supervisor at the close of the externship on a form supplied by the Director of Experiential Learning. The student evaluation will not be read by the field supervisor or by the faculty supervisor until after a grade has been submitted for the course.

F. As part of the externship, students shall maintain journals that contain reflections and evaluations of the students' work experience and any other items assigned by the faculty supervisor. For example, the student should reflect on the lawyer's role and the student's reaction to assuming that role, how well or poorly a given activity went, and the student's challenges in dealing with that activity, and any reflections the student has regarding any activity at the placement.

Judicial externs should reflect additionally on the role of the law clerk, the process of judicial decision-making, and how factual issues are resolved by the court. Government externs should reflect additionally on the role of government attorneys and how that role differs, if at all, from attorneys in the private sector, how government attorneys exercise their discretion to pursue certain cases and not others, and the student's observation about the legal system within which the placement operates. Public interest externs should reflect additionally on the legal system's effect on the lives of people with low incomes and on access to lawyers for people with low incomes.

The journal entries shall not contain any confidential client or case information. The journals will be submitted to the faculty supervisor on a regular basis, as determined by the faculty supervisor.

G. Each student in a state judicial externship shall submit a final written report at the end of the semester. The report shall include a general discussion of the nature of the experiences gained by the extern, an analysis of the extern's experiences in light of his or her legal education, and a critique of the program, i.e., an evaluation of all favorable and unfavorable aspects of the program.

H. The externship shall have a classroom component if required by the faculty supervisor.

I. Individual Faculty Supervisors may have additional requirements that are not listed in these guidelines.

J. Established and regularized communication shall occur among the Director of Experiential Learning, the Field Supervisor, and the student extern.

VI. Proposals of New Externships

Students may elect to propose a new externship that is not available in the law school's current offerings. Formal proposal applications and guidance in submitting a new proposal are available from the Director of Experiential Learning. The School of Law cannot guarantee any student that their proposal will be approved.

1. In assessing the proposed externship site, the Director of Externship Programs will consider:

a. The overall educational objectives of the Externship Program;
b. The adequacy of instructional resources at the site;
c. The system for evaluating the student's work;
d. The qualifications of and the method of evaluating the field supervisor(s) (if any);
e. The classroom component (if any);
f. The method of selecting students;
g. Prerequisites for student participation at the site;
h. The number of students participating at the site;
i. The amount of credit awarded;
j. The type and variety of work to be done by the student;
k. The manner and regularity with which the student's work will be evaluated by the field supervisor(s); and
l. The means by which learning outcomes will be measured to assess how well and to what degree students are acquiring the following skills: Knowledge and understanding of substantive and procedural law; problem Solving; legal analysis and reasoning; legal research; factual investigation; written and oral communication; professionalism; counseling; negotiation; litigation; alternative dispute resolution procedures; organization and management of legal work; recognition and resolution of ethical dilemmas; provision of competent representation; striving to promote justice, fairness, and morality; striving to improve the profession; and professional self-development. (See ABA Standard 302)

2. An externship must be approved by the Curriculum Committee before a student may work at a particular site. Once a new site is approved by the Curriculum Committee, the Director of Externship Programs must send a copy of the approved petition or a memorandum describing the externship to the Registrar who will add it to the online list of approved externships.

3. To be eligible to enroll in an externship, the student must have satisfactorily completed first year requirements and satisfied any prerequisites or co-requisites for the desired externship site placement. A student on academic probation may not enroll in an externship.

4. A student extern must work a minimum of 45 hours per semester at the externship site for every credit hour earned unless otherwise approved by the Curriculum Committee.

5. The student may not be compensated for any work done at the externship site.

6. Every student extern must have a field supervisor. The field supervisor must be a lawyer with at least five years of practice experience or the substantial equivalent or a judge and be responsible for assigning, overseeing, and evaluating the student's work. The Director of Externship Programs is responsible for evaluating the qualifications and suitability of the field supervisor and for ensuring that the field supervisor complies with all requirements placed upon externships by the school.

7. When an externship is initially approved, or whenever there is a new field supervisor, the field supervisor must receive from the Director of Externship Programs a field placement manual that specifies the duties and obligations of the field supervisor. The Director of Externship Programs and field supervisor must reach an understanding that the approval of the externship is conditioned upon the acceptance by the field supervisor, individually, and the externship placement as a matter of policy, of the duties and obligations contained in the field placement manual.

8. The field supervisor must evaluate the performance of the student extern in writing (which includes electronic communications) twice during a full-semester externship. These evaluations may be in any form deemed sufficient by the Director of Externship Programs. The first evaluation must be done at mid-semester, the second at the end of the externship. The field supervisor must send copies of the evaluations to the Director of Externship Programs. As soon as possible thereafter, the Director of Externship Programs must meet with the student to discuss the evaluations.

9. The student extern must complete two written evaluations of the placement and the field supervisor, at mid-semester and at the conclusion of the externship. The student must give a copy of the evaluation to the Director of Externship Programs.

10. While working at the externship site, the student must keep a record of the dates and times spent at the placement, the nature of the work done, and for whom it was done. The log must be submitted to the Director of Externship Programs on a regular basis. If not violative of the placement's legal duties or policies regarding the confidentiality of its work product, the student's work product must be submitted to the Director of Externship Programs on a regular basis during the student's tenure at the externship.

11. Either in the form of an essay, research paper, a journal, or other writing, each student must submit to the supervising faculty an evaluation of the student's educational experience while working at the externship site. This evaluation should include a

critical self-evaluation by the student reflecting how the placement has changed or improved the student's legal skills and values, and how the experience contributed to the student's understanding of the legal system and role of lawyers and judges therein.

12. To enable the Director of Externship Programs to evaluate the student's field experience and to ensure that the student is receiving pedagogically valuable work assignments at the placement, the Director of Externship Programs must be in regular and periodic communication with the student extern and the field supervisor. That communication may be in electronic form.

VII. Code of Professional Responsibility

All students are expected to conform their conduct to the standards of the Code of Professional Responsibility and the Judicial Code, as applicable. Students are prohibited from discussing confidential case information with anyone other than personnel at their placement.

VIII. Grading Policy

A. Externships are graded on an S/U basis by the faculty supervisor. The student's evaluation shall be based on the time spent and work performed at the placement, and the logs, journals, work product, paper, attendance, content of scheduled meetings with the faculty supervisor, and the field supervisor's written evaluation.

B. A faculty supervisor may request the Curriculum Committee and the full faculty for leave to offer an externship for a letter grade.

VIV. Periodic Review

A. At the end of the academic year after a new externship is implemented, the faculty sponsor shall submit a report on the externship to the Curriculum Committee for review.

B. Every three years the Curriculum Committee shall evaluate whether the program is meeting its stated educational objectives and shall submit a written evaluation of the program to the faculty.

C. In writing their reports and evaluations, the faculty supervisor and Curriculum Committee shall consider the following factors:

1. Adequacy of instructional resources
2. Classroom component
3. Prerequisites for student participation
4. Number of students participating
5. Amount of credit awarded to each student
6. Evaluation of student academic achievement,
7. Qualifications and training of field supervisors
8. Evaluation of field supervisors
9. Evaluation of faculty supervisors, and
10. Visits to field placements.

Special and Endowed Programs

Our formal course of instruction is complemented by a variety of distinctive programs. Most of these programs occur each academic year. Others, such as the scholar and advocates in residence, are triggered by the occurrence of a special event. Students, faculty, and alumni are encouraged to participate in each of these distinctive opportunities. Through these lectures, the Scholars and Advocates in Residence series, and the work of the faculty, Valparaiso University Law endeavors not merely to participate in the public dialogue, but to shape it.

The Edward A. Seegers Lecture

In memory of his parents, Edward A. Seegers, a Chicago attorney, established the first endowed professorship at the Law School in 1983. In addition to the Louis and Anna Seegers Distinguished Service Professor of Law, the endowment funds an annual lecture series known as the Seegers Lecture. The Lecture series enables the Law School to host each year a scholar of international reputation. Seegers Lecturers deliver a paper on the law and its intersections with philosophy, ethics, theology and other disciplines. The text of each lecture is published in the *Valparaiso University Law Review*.

Martin Luther King Jr. Lectures

During January, around the time of the Martin Luther King Jr. Day federal holiday, the Law School celebrates the life and work of Dr. King. Since 2005 this commemoration has been in the form of an annual lecture series. Various MLK Day activities have been held at the Law School each year since 1991, often planned in connection with the Valparaiso University main campus celebration.

The Monsanto Lectures on Tort Law and Jurisprudence
The purpose of the annual Monsanto Lecture Series is to examine the theory of tort law as it has evolved in the United States and to explore avenues for its reform. Each year, the endowment supports the visit of a nationally renowned scholar to deliver a public lecture on tort reform. The text of each lecture is published in the *Valparaiso University Law Review*.

Established in 1986, this annual series is endowed by a generous gift from the Monsanto Fund of the Monsanto Company in St. Louis and is made possible through the special efforts of Richard W. Duesenberg, Law School Class of 1953, retired senior vice president, general counsel and secretary of the Monsanto Company, and John L. Mason, president of the Monsanto Fund.

Justice Robert D. Rucker Lecture
The Justice Robert D. Rucker Lecture was established in 2014. This annual series will focus on underrepresented minorities and draw from a pool of potential speakers who are engaged in cutting-edge issues that affect the disenfranchised.

Tabor Institute in Legal Ethics
The Tabor Institute sponsors an annual lecture to enrich the curriculum by enabling reflection on virtuous living, including the relationship between the reasons for being a good lawyer and a good person. The purpose of this lecture series is to illuminate the nature of our vocation and responsibility as lawyers to our clients and our society. The text of each lecture is published in the *Valparaiso University Law Review*. Established in 1997, this annual series is endowed by Glenn Tabor, Law School Class of 1958, one of the founders of the law firm of Blachly, Tabor, Bozik and Hartman, and spouse Pat Tabor, Law School Class of 1962.

Scholars and Advocates in Residence On occasion, distinguished jurists, practitioners, or faculty are invited to visit the Law School to hold a series of seminars to examine the broad practical and philosophical obligations of the legal profession.

The Judge Luther M. Swygert Memorial Moot Court Competition
In memory of the late Judge Luther M. Swygert, Mrs. Gertrude Swygert, his wife, and Michael I. Swygert, his son and member of the Law School Class of 1967, created an endowed fund for the establishment of the law school's own internal student moot court competition. Judge Swygert served on the United States Court of Appeals for the Seventh Circuit from 1961-1987.

The Judge Luther M. Swygert Memorial Moot Court Competition is held annually at the Law School. Each year the judges for the final round include leading members of the federal and state judiciary, with a member of the Seventh Circuit as Chief Judge. In addition to the honor of arguing before a panel of eminent jurists, the endowment provides a monetary award to the winning two-student team.

Continuing Legal Education
In service to the practicing bar, the Law School co-sponsors continuing legal education (CLE) programs with the Indiana Continuing Legal Education Forum. Students are welcome to attend, at no charge, any CLE program of interest on a space available basis. Continuing legal education is mandatory in Indiana.

Awards and Honors

In addition to the scholastic honors outlined in the Honors in Scholarship section of the *Bulletin,* there is a large variety of special annual awards made to law students. Representative sampling of these awards includes:

Charles L. Vaughan Award:
Established by Charles R. Vaughan, Law School Class of 1957, this award is presented to the top students in the Trial Practice courses (determined annually based on number of qualified students in Trial Practice I and/or Trial Practice II).

Corpus Juris Secundum Award:
Three graduating students are chosen by the faculty and staff to receive this award, which recognizes overall contributions to the Law School.

Indiana State Bar Association Scholarship:
Based on outstanding academic achievement and law school community service, two third-year students are selected annually to receive this monetary award.

Dean W. Kohlhoff Memorial Award for Excellence in Environmental Law:
Established by the Kohlhoff family to recognize excellence in the study of environmental law and in memory of Professor Dean W. Kohlhoff, Ph.D., who was a long-time member of the Valparaiso University faculty teaching in the Department of History.

Professor Gromley Memorial Scholarship Awards:
Selection of a 2L and 3L student based primarily on service to the law school community in a manner most representative of Professor Charles Gromley (competence, selflessness, and compassion). Professor Gromley, who taught at the Law School for 32

years, was known as the "ultimate teacher." Following his sudden death in 1992, this scholarship was established by his family, alumni and friends.

Ten Commandments for Lawyers:
Local attorney Larry Evans, author of the "Ten Commandments for Lawyers," presents this annual plaque to students who best exemplify civility, legal excellence and professionalism.

Law Library

The heart of any good law school is its library. The law, in print and electronic form, is the basic working material of law students and faculty, practicing attorneys, and legal scholars. At Valparaiso University Law Library, students develop research skills which will serve them throughout their careers by utilizing the resources of the collection, a variety of electronic information sources, and the expertise of professional librarians.

VU Law Library provides users with convenient access to a wide array of legal information sources; supports faculty in their teaching and research; educates students in the use of legal information sources; and informs the public about the availability and use of legal resources.

Facilities
Law students spend many of their waking hours in the library. The VU Law Library provides a comfortable and inviting environment for researching and studying the law. Centrally located in Wesemann Hall, the Library occupies a total of 24,000 square feet on three floors. Generous spaces for individual study and for collaboration offer an atmosphere that is conducive to learning. Seating for 400 is provided at tables and open carrels and in casual seating areas. Four study rooms for small groups are located on the library's lower level, two study rooms are on the main level, and there are two more study rooms on the second floor. These rooms may be reserved in advance at the circulation desk.

In addition to wireless network accessible throughout Wesemann Hall, the Law Library is equipped with several Internet terminals attached to various legal databases and a microform reader-printer. Photocopy machines are located on the first floor and lower level and are operated by coins or by debit cards which can be purchased in the circulation area.

Access
In addition to Law School users, the Law Library provides access to the University community and to the general public. As the largest legal research facility in northwest Indiana, the Law Library is frequently used by local attorneys and judges.

The Law Library is open to law students twenty-four hours a day, seven days a week, except for holiday periods when the University is closed. Law students are also welcome to use the University library, the Christopher Center for Library and Information Services, located several blocks away. The Moellering collection at the Christopher Center includes over 350,000 bound volumes, as well as over 900,000 microforms and more than 2,500 current periodicals on site and access to over 8,000 periodical titles electronically. These materials supplement the holdings of the Law Library, facilitating interdisciplinary research in such areas as business, medicine, and engineering.

Collection
The Law Library collection contains over 350,000 volumes of law and law-related materials in hard copy and micro format. The Library supports the Law School curriculum and provides all of the basic primary and many secondary materials for researching federal law as well as law in the 50 states. These materials include federal, regional, and state reporters and digests; federal and state statutes and administrative regulations; treatises; and looseleaf publications. In addition, the library houses one of the few existing collections of the records and briefs of the Indiana Supreme Court and the Indiana Court of Appeals. Audio-visual materials, including DVDs and CD-Roms produced both commercially and locally, are available in the Library.

Since 1978 the Law Library has been a selective federal depository for United States government information in various formats. Holdings include post-1970 congressional materials and the reports and decisions of many government agencies. The library also provides the bibliographic tools to facilitate access to these documents. Besides government documents, the large microform collection includes the U.S. Supreme Court records and briefs from 1974, the Readex United Nations Law Collection from 1984, the Congressional Record and *Federal Register* since their inception, the session laws of all states since 1981, and a full collection of Indiana session laws.

The basic arrangement of the Law Library collection is as follows. The Reference Collection and some U.S. law materials are located on the main level. Reserve and course materials (see below under Circulation) are shelved in a room located behind the Circulation Desk and must be requested there. On the upper level are the rest of the U.S. law collection, all state materials and books on subjects other than U.S. law, such as British law, foreign relations, health, statistics, women's studies, history, and religion. Materials located on the lower level are the depository collection of government documents and microforms.

The Law Library collection is organized in the familiar Library of Congress classification system. The Library's online catalog, GALILEO, provides access to the law collection as well as to the holdings of the University Library. Several public access GALILEO terminals are located on the main floor. GALILEO is accessible from via the web at http://Galileo.valpo.edu.

Electronic Services

While maintaining a strong book collection, the Law Library has embraced new technologies. The Law Library houses one computer lab containing 10 Windows-based PCs. There are numerous other PCs scattered around the Library. An email room is located just off the Circulation area. All computers are attached to the law school network, which provides access to word-processing software, email and the world wide web. In addition, students can access LEXIS Advance, WESTLAWNEXT, and Bloomberg Law, three major legal databases. These databases provide access to state and federal court opinions, codes, agency regulations, and various secondary and specialized materials. Other internet-based legal databases such as LegalTrac, Checkpoint Catalyst, ProQuest Congressional, HeinOnline, West Academic Study Guides, LLMC Digital, and BNA publications are available through the network also. Librarians teach the research skills required to effectively search these databases as part of the first-year curriculum.

In addition to the wired computer lab terminals, the Law School also features a wireless network that is accessible to all students, staff and faculty. Please see the Network Administrator for details. The Law Library has its own section on the Law School's home page on the web, which can be viewed at http://www.valpo.edu/law/current-students/law-library.

Library Team

A well-trained faculty of service-oriented librarians provides reference and research assistance to law school users and other library patrons. The Library team includes five librarians with graduate degrees, four of whom also hold law degrees. They are assisted by two support staff members, who are responsible for such functions as circulation, looseleafing, and technical support. The Library also employs a number of students for part-time positions.

Reference and Instruction

The key to success for a law school library is not just the strength of its collection, but also the quality of the service that it provides to users. The Law Library's services to students include traditional reference assistance and individualized research instruction, which are offered by librarians a total of 59 hours per week during the academic year. These services are intended to enhance users' research and to limit their frustration.

Since the ability to perform legal research is a skill essential to the practice of law, the Law Librarians place a high priority on providing research instruction to law students. Reference questions are often an opportunity for librarians to provide one-on-one teaching of search strategies and techniques. Student and faculty research efforts are supported by personal guidance and assistance from the librarians. They also serve as instructors in the Legal Research program. In addition, the librarians teach Advanced Legal Research, an elective course for second and third year students, Federal Tax Research, and International & Foreign Legal Research.

Circulation and Interlibrary Loan Services

The use of a law library is inherently different from the uses of many other libraries. Most VU Law Library materials form a basic research collection and are used briefly on the premises, rather than being checked out for thorough reading. Circulating materials are primarily single-volume treatises. Members of the Law School and University community may borrow Law Library circulating materials using a bar-coded VU identification card. Others wishing to borrow circulating items may purchase a Patron Card (cost is $15/year), which permits borrowing only from the Law Library. Additional circulation services include placing holds on any item currently checked out and initiating recalls.

High-demand library materials are often placed "on reserve." They circulate on a limited basis only: for a period of three hours or overnight after 9:00 p.m. Many assigned course readings and past final exams with sample answers are available through the electronic reserve system to view and print. Please see a librarian for more details.

To serve students and faculty who need materials not available in the Law Library collection, at the Christopher Center, or from a database, the Law Library will arrange to borrow items through OCLC, an international computerized network, which allows retrieval from libraries throughout the country. The Law Library also maintains close contact and a liberal borrowing program with the other three Indiana law school libraries and with Chicago area law libraries. This helps ensure that materials are available when needed for Law Library users.

Career Planning Center (CPC)

Career Planning is actively focused on meeting the needs of the ever-changing marketplace. Career Planning offers a breadth of high quality services, which are customized to support partnerships with students, alumni, and employers.

Consultations

CPC staff members are available to meet individually and on a regular basis with enrolled students and alumni to assist with all aspects of career development and the job-search process. Individual consultations include, but are not limited to, developing job-search strategies and techniques, targeting career plans and interests, and conducting career assessments.

Events and Programs

Career Planning sponsors a variety of formal and informal networking events throughout the year, each designed to connect students with alumni and potential employers and to sharpen networking and interviewing skills. In addition, the CPC engages speakers and alumni who visit the campus to share advice, help students navigate their career development, and expose students to a variety of practice areas and career paths. Students may also participate in career events and programs through the Chicago Area Law School Consortium (CALSC) and events sponsored by Indiana Law Schools.

Internships

During the first semester of law school, students are required to meet with a Career Planning advisor to begin to strategize about career goals and prepare a legal resume. Employers will seek students for paid and unpaid internships (not for academic credit) during the school year and over the summer break. A number of employers visit the Law School's campus to conduct interviews and other employers ask students to send resumes directly to them. These opportunities are posted in Symplicity, the CPC's password-protected software system accessible only to our students and alumni.

Pro Bono Requirement

In order to graduate from Valparaiso University Law School, students who enrolled for the first time in the Fall of 2012 or the Fall of 2013 must complete a minimum of forty (40) hours of pro bono legal or law-related service. Students who enrolled for the first time in the Fall of 2014, or later, must complete a minimum of sixty (60) hours of pro bono service. Pro bono service is defined as legal or law-related service for the good of the public and without charge, under the supervision of a licensed attorney, Law Faculty member, or judge.

Full-time students must perform the service after completion of their first year. Part-time students must perform the service after completion of thirty (30) credit hours. All pro bono hours must be completed two weeks before the last day of classes in the student's final semester of law school before graduation.

Students who started law school in the Fall of 2012 or the Fall of 2013 and perform sixty (60) hours or more of pro bono service will receive a notation of commendation on their final law school transcript that indicates the number of pro bono hours reported. Students who started law school in the Fall of 2014, or later, and perform eighty (80) hours or more of pro bono service will receive a notation of commendation on their final law school transcript that indicates the number of pro bono hours reported.

Students cannot receive compensation (credit or wages) for the hours of service used to satisfy the requirement.
The purpose of the requirement is:

a. To introduce law students to the professional obligation of attorneys to perform pro bono work, the benefits of public service and the needs of the under-represented in society;
b. To encourage attorneys in the local area to fulfill their pro bono obligation by partnering with Valparaiso Law students to expand legal services to those with limited access to resources.

In general the intent is to make students available to assist attorneys in the representation contemplated by Rule 6.1 of the Indiana Rules of Professional Conduct, which states:

> A lawyer should render public interest legal service. A lawyer may discharge this responsibility by providing professional services at no fee to persons of limited means or to public service or charitable groups or organizations, by service in activities for improving the law, the legal system or the legal profession.

This includes assisting a private attorney on matters handled without a fee or a reduced fee (e.g., court-appointed criminal defense work), assisting an attorney who represents the government (e.g., city attorney, prosecutor, etc.), assisting a judge, and assisting an attorney employed by a public interest organization. The activity should be of the nature that an attorney or law clerk would be expected to perform and not clerical in nature. Students may not count hours in court observation as pro bono unless it pertains to their case preparation work and accounts for less than 20% of total hours worked. SUPERVISION BY AN ATTORNEY IS CRITICAL TO GUARD AGAINST THE UNAUTHORIZED PRACTICE OF LAW.

Listed below are the policies and procedures for the administration of the Pro Bono Program, which is managed by the Career Planning Staff:

a. Students are required to register with the Registrar's Office for the course Law 310-A. This can be done any time before, during or after the student has performed his or her pro bono work. Students must add Law 310-A to their class schedules in DataVU. It is highly recommended that students register for the course during the registration periods for the semester or summer during which they plan to complete the pro bono legal or law-related service hours necessary to fulfill the pro bono graduation requirement. However, students can begin their pro bono work before registering for the Law 310-A course.
b. A Student's pro bono experience(s) will be documented through his or her **Symplicity** Account. (Symplicity is the web-based career planning system used by Valpo students.) Students must electronically sign the Pro Bono Pledge in their individual Symplicity account, and use the designated on-line hours log form in Symplicity to report their work which includes: (1) the name and location of the site where the work will be performed, (2) the name of their supervising attorney, Faculty member or judge with relevant contact information for that supervisor, (3) the dates pro bono service was rendered and the number of hours worked on each of those dates, and (4) a brief description of the pro bono work performed.

c. **The Honor Code applies to all students engaged in pro bono work.** Career Planning reserves the right to secure the pro bono employer's acknowledgement that a student has completed the number of pro bono hours reported.
d. If a student is registered for the pro bono course Law 310-A prior to their final semester of law school and their pro bono work is not completed before the last day of classes for the semester or summer in which they are registered, the student will receive an "IP – In Progress" on their grade transcript. The "IP" will be removed once all of their pro bono hours have been completed and logged into their Symplicity account.

Connecting with CPC
The Career Planning staff is committed to assisting students and graduates. They are dedicated to helping students transition from student to professional and offer resources and support aimed at launching careers. To schedule a consultation, students should visit the CPC offices, located in Room 131, or call (219) 465-7814. Students are strongly encouraged to meet with their assigned career advisor on a regular basis.

Student Activities & Organizations

Legal education, by definition, is based on active participation - especially in the classroom. But a legal education is not confined to the classroom. Beyond course instruction, students continue their professional development in both formal and informal activities, discussions, corridor debates, and friendly arguments with fellow students and faculty. The stimulating contacts of student life at Valparaiso combine to develop a broadened outlook in each student. A healthy spirit of competition, which encourages each student to strive for excellence, complements the kind of camaraderie and mutual respect which characterizes the legal profession and Valparaiso University Law School.

The Law School supports a number of co-curricular and extracurricular activities which are available to both full and part-time students. Officers are elected each year from within the student body, and a current listing is available from the Law Review Office, Moot Court Office, or Student Bar Association respectively.

American Bar Association/Law Student Division
Each law student has the opportunity to join the Law Student Division of the ABA for a minimal annual fee. The student body elects a member to represent Valparaiso at the meetings of the ABA/LSD.

Amnesty International
AI's mission is to undertake research and action focused on preventing and ending grave abuses of the rights to physical and mental integrity, freedom of conscience and expression, and freedom from discrimination within its context of its work to promote all human rights.

Black Law Students Association
Established in the early 1970s, the purposes of BLSA are to articulate and promote the professional needs of Black American law students and to focus on a greater awareness of the needs of the Black community. BLSA presents guest speakers and hosts social events throughout the year, and members actively assist in the recruiting of minority applicants.

Business Law Society
The purpose of this organization is to promote the Valparaiso University Law School and its students to the business and corporate community, and also to make law students aware of potential opportunities available to them in the many different areas of business law.

Catholic Law Students
The purpose of the Catholic Law Students Association is to form a representative body for Catholic students at Valparaiso as well as informing the University and community on Catholic perspectives of the law.

Christian Legal Society
Through the Christian Legal Society (CLS) students from all denominations share their experiences, problems and hopes as Christians in the legal profession. CLS sponsors weekly Bible study sessions and is affiliated with the National Christian Legal Society.

Equal Justice Alliance
Formed in 1990, the goal of the Equal Justice Alliance is to encourage the pursuit and support of public interest law. Members host programs and bring speakers to Valparaiso to discuss important themes of public service law; research and identify public service employment opportunities; and develop specific opportunities for students to serve as legal interns or volunteer clerks in legal office or agencies that work in the public interest. The Equal Justice Alliance is affiliated with the National Association for Public Interest Law (NAPIL).

The Federalist Society
The Federalist Society is a national organization of law students, lawyers and judges interested in the current state of the legal order. The society seeks to promote individual liberty, traditional values and the rule of law.

The Forum
The on-line law school newspaper, *The Forum*, is published during the school year by and for Valparaiso law students. It provides an outlet for law school news, current events information, student commentary, and wit. No prior journalism experience is necessary to participate.

Indiana State Bar Association
The Indiana State Bar Association (ISBA) is the state organization for attorneys. Membership provides valuable benefits, including Casemaker, an on-line legal research tool, Adaptibar, an on-line study tool for the Multistate (MBE) portion of the bar exam, and a full array of insurance offerings. To obtain an application, view the varied member benefits or learn more about the association, visit www.inbar.org.

Intellectual Property Law Association
The Intellectual Property Law Association (IPLA) was established to encourage law students to gather together in a social and professional capacity, and become involved in the legal aspects of intellectual property law. The IPLA's goals are to follow trends in the field of intellectual property, specifically copyright, trademark, and patent law, and to network with employers in the intellectual property area.

International Law Society
The International Law Society (ILS) is devoted to the exploration of current legal issues of global significance, to promotion of a greater understanding of international law, and to the development and pursuit of career opportunities in the field of international law.

International Moot Court (Jessup Moot Court)
International Moot Court provides second- and third-year law students with the opportunity to develop their oral and written advocacy skills through drafting and arguing briefs on a variety of international topics such as human rights, international agreements, and unfair trade practices. Members travel to competitions throughout the United States and some members have the opportunity to compete abroad. Pre- or co requisite: Law 477 Public International Law: Intro.

Latino Law Students Association
The Latino Law Students Association (LLSA) provides social and academic support for all Hispanic law students at Valparaiso. The primary objective of LLSA is to increase the number of Hispanic law students in the hope of furthering the advancement of Hispanics. LLSA works closely with the Office of Admissions on recruitment and admission. LLSA also assists students in career placements and provides a valuable network with Hispanic attorneys.

Law Review
Founded in 1967, the *Valparaiso University Law Review* is a scholarly journal published by Valparaiso law students four times each year. Membership on the *Review* is by invitation of the editorial board and is based upon a student's successful results of a writing competition and cumulative grade point average. It affords qualified students an invaluable opportunity for training in precise analysis of legal problems and in clear presentation of legal issues. In addition, in an increasingly competitive job market, law review participation can be a great asset when searching for clerking and permanent positions. Each issue contains articles and lectures by members of the legal profession and comments and notes by members of the staff.

Military Veterans Law Association
The organization strives to foster a strong and patriotic relationship with U.S. military personnel, veterans at the university and veterans in the community by educating the university and local community about legal and social issues affecting their lives. In addition, it promotes a cohesive community among veterans and active duty personnel at the university, promotes awareness of military-related issues and provides legal and charitable services to veterans and others in the community.

The Moot Court Society
Founded in 1991, the Moot Court Society is responsible for organizing and administering all moot court activities at the Law School. Membership is by invitation of the executive board after participation in the Candidacy Advocacy Competition. The competition is open to all students who have completed the first year of legal writing. Participation in this program provides students with the opportunity for advanced study in persuasive writing and oral arguments at the appellate level.

Muslim Students Organization
The purpose of the Muslim Law Students Association is to form a representative body for Muslim students at Valparaiso as well as informing the University and community on Muslim perspectives of the law.

Parents As Law Students
Parents attending Law School experience unique challenges that make it very difficult to balance the demands of school, work, and family life. Such challenges and demands are often a source of substantial stress and undue hardship. The purpose of this student run organization is to create a forum which will serve to foster a supportive community for all parents attending Valparaiso Law School.

Phi Alpha Delta Law Fraternity
Phi Alpha Delta is the world's largest professional fraternity and is dedicated to the ideals of community service. The international organization offers professional programs, student loans, career counseling, and various opportunities to meet fellow members through conferences and conventions. The PAD chapter at Valparaiso sponsors both student and community-oriented programs, including first-year tutorial sessions.

Property Law Society
The Valparaiso Property Law Society provides an avenue for students interested in Real Property issues to build relationships with attorneys and legal professionals in the region; provide service opportunities within the community and offer continuing educational opportunities outside of the classroom.

Richard Blennerhassett Tax Law Society
The purpose of the Richard Blennerhassett Tax Law Society is to provide the opportunity for the promotion of professionalism and sound ethics in the law school environment, while instilling in its members the importance of providing *pro bono* assistance to the community.

Running and Fitness Club
The Law School Running and Fitness Club is committed to building camaraderie, encouraging year-round physical fitness and well-being, and raising money and volunteering for local charities. It offers all law students the opportunity to participate in race opportunities, local service, and networking events with alumni.

Sports & Entertainment Law Association
The Sports and Entertainment Law Association (SELA) strives to introduce law students to the practice and procedures of sports law as well as educate them as to the various career opportunities in this expanding field.

Student Animal Legal Defense Fund
The Student Animal Legal Defense Fund of Valparaiso Law (SALDF) is dedicated to providing a forum for education, advocacy, and scholarship aimed at protecting the lives and advancing the interests of animals through the legal system and raising the profile of the field of animal law.

Student Bar Association
All students are members of the Student Bar Association and through it contribute to the educational and recreational programs of the Law School. Students are able to serve on faculty committees by appointment of the SBA Board. Among the faculty committees with SBA representation are: Admissions, Petitions and Readmissions, Curriculum, Placement, and Library Committees. Student representatives of the SBA also attend faculty meetings. SBA committees are responsible for many activities at Valparaiso, and SBA members help in planning the orientation program for new students and graduation activities. Student representatives have also played a vital role in the Dr. Martin Luther King observance, the Pro Bono program, and the Academic Success Program.

Trial Advocacy Team
The Valparaiso University Law School Trial Advocacy Team (formerly Mock Trial) is comprised of 2Ls and 3Ls interested in the art of trial advocacy. The team's mission is to foster the skills of trial advocacy through a classroom component, an intra-school competition, and national competitions against other law schools. Trial advocacy develops students' oral advocacy skills, case preparation and presentation, and a deeper understanding of the ethical issues involved in trial advocacy. The team is dedicated to personal and professional development, working with local practitioners, judges, and professors to develop trial advocacy skills.

University Intramural Sports Program
Law students may participate in the University intramural sports program. Law School teams participate in basketball, football, soccer, softball, rugby, swimming, and volleyball.

Valparaiso Environmental Law Society
The Valparaiso Environmental Law Society explores the issues of environmental law and policy through guest speakers, field trips and films. VELS actively monitors environmental developments in the Midwestern region of the United States and takes positions on important environmental cases pending in the courts as well as proposed legislation and administrative regulations affecting the environment. VELS offers an opportunity for students to discuss environmental concerns outside of the classroom and to appreciate the dynamics of environmental litigation.

Valparaiso Lambda Student Association
The mission of the Valparaiso Lambda Student Association is to raise social and academic awareness of issues pertaining to gay, lesbian, bisexual, and transgender students and their allies. Open presence of GLBT students, faculty, and alumni is encouraged. In addition, Lambda encourages a safe academic environment in which GLBT students are free to pursue their legal careers.

Valparaiso Law Democrats
The purpose of the Valparaiso Law Democrats is to raise the level of political awareness and activity at Valparaiso University Law School. The organization strives to promote traditional liberal principles in the law school community.

Valparaiso Law Republicans
The Valparaiso Law Republicans promote the principles of the Republican Party among the Valparaiso University Law School student body and local community.

Women Law Students Association
Founded in 1974, the Women Law Students Association has been instrumental in the recruiting and supporting of women law students at Valparaiso. WLSA provides support and works to locate future employment opportunities for its members. It also sponsors speakers and cosponsors special guests and social events with other student groups.

Office of Student Relations

The Valparaiso University Law School Office of Student Relations exists to facilitate the learning experience of our students. It is an informational clearinghouse addressing all non-academic matters that interfere with the academic success of our students.

We prize professionalism, tolerance, civility and respect among our students, staff and faculty and hold ourselves to the highest standards of the American Bar Association Model Rules of Professional Conduct and the Indiana Rules of Court Rules of Professional Conduct.

Peer Mentoring Program
The Valparaiso University Law School's Mentoring Program pairs incoming students (1Ls) with upperclassmen (2Ls and 3Ls) of similar interests and backgrounds. It is designed to help new students with their transition to law school. For more information, go to: http://www.valpo.edu/law/current-students/support/c-mentoring-program.

Wellness Program
Law School, like the practice of law itself, is incredibly demanding and stressful. Due to the nature of their work, lawyers have high degrees of depression, stress, alcohol and drug problems. The Wellness Program is a holistic program designed to help law students combat stress in healthy and socially acceptable ways. For more information, go to http://www.valpo.edu/law/current-students/law-registrar/c-resources/c-health-wellness.

Bar Exam Applications/Information
The National Conference of Bar Examiners has an excellent resource on their website, http://www.ncbex.org entitled, *Comprehensive Guide to Bar Admission Requirements*. Some states (such as Illinois, Iowa, Ohio and California) require 1Ls or 2Ls to pre-register for their state's bar exam within a short period of starting law school. Most states require the MPRE (Multistate Professional Responsibility Exam) as a separate part of the law school bar exam process. A law student should contact the jurisdiction in which he or she wishes to practice for instructions on obtaining and completing an application. Please Bethany Lesniewski or Kim Kass for further details.

Veterans' Counseling
Veterans may contact the Coordinator of Veterans' Programs and Services, Joseph Baruffi, in Wesemann 281 for immediate assistance in setting up individualized, couples, or group counseling sessions at the Student Counseling and Development Center. For more information, go to http://www.valpo.edu/law/current-students/support/c-veterans-resources.

Veterans' Educational Certification
Veterans' educational certification is provided at the Office of Financial Aid in Kretzmann Hall. Certification may be requested in person during the regular office hours of 8:00a.m. - 5:00p.m. (CST) Monday through Friday. It may also be requested by mail or fax. If you have additional questions on certification, please contact Josh McGuire at josh.mcguire@valpo.edu.

Student Services

The following are descriptions of the resources and services available to law students as members of the University community. Some of these are university-wide and some are specifically for law students.

Athletic Recreation Center (ARC)
The Athletic Recreation Center provides facilities including racquetball courts, an Olympic size pool, an indoor running track, volleyball courts, exercise/weight rooms, and numerous basketball courts. Intramural sports are offered to all students on campus. Teams are formed by individuals via sign-up sheets provided at the Intramurals Office in the ARC. Law school teams are involved in basketball, football, softball, rugby, swimming and volleyball. The Fitness Center, located next to the ARC, has a vast array of cardio equipment and strength machines. Part-time law students must pay a $30.00 fee to use the Fitness Center and there is a $30.00 summer participation fee.

Bulletin Boards
Student information is posted on various bulletin boards throughout the law school. The primary location is in the student hallway on the first level leading to the classrooms. Each administrative office and student organization has bulletin board space available. Notices, messages, and announcements may be posted on the individual student organization boards or in the student lounge only. Notices should not be placed on doors or windows.

Dining Services
The University Dining Services offers a cafeteria breakfast, luncheon, and coffee service. The Cafe accepts cash, credit/debit, OneCard, Crusader Cash and Tapingo. Snack machines and a microwave oven are also available. Law students may also purchase meals at the Harre (Student) Union using cash or their credit/debit or OneCard. Many restaurants offering a wide range of price and cuisine are close to campus.

Students are also able to purchase meal plans through Dining Services. Contact them directly for more information.

Disabled Student Services
See also the VU Disability Support Services Office at http://www.valpo.edu/disabilityss/index.php.
Valparaiso University Law School strives to assure that staff and students with disabilities have access to the full range of programs and services it offers. The provision of auxiliary assistance is primarily the responsibility of the Department of Rehabilitation Services of the state in which the student maintains legal residence. If the request for assistance is denied by the local agency, Valparaiso University's provision of reasonable academic accommodations will be based upon a case by case analysis of an individual student's need and his/her eligibility under the American Disabilities Act and Section 504 of The Rehabilitation Act of 1973 and its regulations.

It is the responsibility of the person with a disability to self-identify to the Director of Disability Support Services, Zebadiah Hall, and request the necessary application forms for accommodations. Along with the accommodations application forms, documentation of the disability from an appropriate professional is required. The documentation generally consists of a report from an appropriate professional explaining the testing that has been completed, the diagnosis, the major life activity that is affected by the disability, and a recommendation of appropriate accommodations.

The deadlines to submit accommodation request applications for examinations and documentation of disability are as follows: Fall semester – September 5th; Spring semester – January 30th; and Summer sessions – May 15. Classroom accommodation requests and documentation are due prior to enrolling.

Except as otherwise provided, the Disability Support Services office shall keep in confidence all medical or clinical records and data, and all other information submitted by or in connection with a student's request for accommodation pursuant to all applicable federal, state, and University laws and policies. The identity of a student and information submitted in support of an accommodation may be divulged to individuals with a need to know, such as the law school's Associate Dean of Academic Affairs, the Accommodation Manager, necessary support staff, and qualified individuals used to assist in the accommodation decision-making process. The identity of a student with a disability will not otherwise be disclosed – particularly to faculty members – without the student's consent unless confidentiality is impracticable (such as an obvious disability requiring a noticeable classroom accommodation) or disclosure is for good cause (such as a student's filing a complaint against a faculty member).

Exam Modifications for International Students
Exam modifications are available to international law students who have not previously been awarded a degree for which the primary instruction has been in English. For in-class final examinations, time-and-a-half and use of an English translation dictionary will be afforded. Exceptions to this will be considered if the exams for this instruction were not in-class essay exams. An additional written request should be submitted with the Exam Modification Request form stating why an exception should be made. This exception will be reviewed and require approval by the Associate Dean of Academic Services. Additional time is not afforded for take-home type exams.

Email
All law students are assigned an email account by the University's Information Technology (IT) Office. Email accounts use students first and last names (i.e., "john.smith@valpo.edu"). Important administrative information and reminders for upcoming events will be sent via email. **Email on your Valparaiso account is the official form of University communication and must be checked regularly or forwarded to an existing account if applicable.** Forwarding can be set by contacting the IT Help Desk at 219.464.5678 or by using the IT Online Service Center (www.valpo.edu/IT).

Emergencies
To notify law students in emergency situations, messages should be directed to the Assistant Dean of Student Relations or the Registrar's office.

Emergency Student Loan Program
This fund is for students needing a short-term loan for emergencies only and not for personal budget shortfalls, grocery purchases, etc. There is a $500 cap on these loans. Because of the limited funds, success of the loan program depends on the timely repayment of these loans. Failure to pay the loan in a timely manner will impose a hold on the release of a student's transcript and diploma. Contact Ann Weitgenant, Associate Director of Student Financial Planning, Kretzmann Hall.

Faxing
A student fax machine is located in the Student Bar Association Office (Room 143A). The fax number is (219) 465.7924. During holidays, vacation and summer months, when the SBA Office is closed, students are asked to make other arrangements for sending FAX messages.

Finance Office & Student Accounts
Kretzmann Hall, 464-5101
A link to your preliminary statement for fall tuition and student fees is sent via email by the University Finance Office. Fall semester tuition and fee statements are available to students in mid-July with payment due August 15. Tuition statements for the spring semester are available in early December and are due the end of the month. Tuition can be paid by check or money orders made payable to Valparaiso University and forwarded to the Student Accounts Office in Kretzmann Hall. Payments can also be made online through your DataVU account https://datavu.valpo.edu. Check or cash payments are accepted at the cashier desk in Kretzmann Hall.

Those students receiving scholarships or grants will find a credit for one-half of the total amount of the scholarship or grant on each semester's statement. Scholarships and grants received outside of the University may not appear on the statement. Refund checks are issued approximately 10 to 14 days after the beginning of the semester. Those students who do not show sufficient financial aid or other resources, have not met the semester payment due date or are not enrolled in a monthly payment plan will be automatically enrolled in a semester payment plan with Tuition Management Systems. A $35 semester enrollment fee will be posted to your student account for this service. Transcripts and degrees are put on hold when student accounts are not paid in full. There is also a $100 late fee for those who have not met the payment deadline date. You may contact Student Accounts with questions 219-464-5101.

Harre Union
1509 Chapel Drive, 464-5415
http://www.valpo.edu/union/index.php
The Harre Union is a community center for all members of the campus where students and others come together on common ground to meet and exchange ideas. The Union also develops programs that are responsive to student developmental needs and to the cultural, social, recreational, and educational needs of the campus community.

Through Union Board, students can attend films, lectures, concerts, outdoor recreation trips, mini-courses, coffeehouses, a comedy club, trips to Chicago, and much more. The Union staff also plan and present such programs as the jazz festival, lounge sales and other performing arts events.

Health Center
Promenade East building, 55 University Drive, Suite 102, 219-464-5060
http://www.valpo.edu/healthcenter
The Student Health Center provides professional health care and wellness programs for qualifying students. The Health Center is staffed by advanced practice nurse practitioners. A consulting internist is also available upon referral. The Health Center is open 8:00 a.m. to noon and 1:00 p.m. to 4:30 p.m. Monday through Friday when undergraduate classes are in session. Walk-ins and appointments are available all day. Visits to the Health Center are strictly confidential. Except in rare instances, as specified by law, no medical information will be released without written authorization from the patient.

Services covered by student fees include assessment by a board certified family nurse practitioner and/or physician. Some immunizations such as tetanus boosters, flu vaccines, and allergy injections are available at a small fee through the Health Center. Illnesses or accidents that require more extensive treatment or services are referred to local healthcare facilities based on the medical needs and preferences of the student. Students are expected to pay for the costs of such treatment if it is not covered by the Student Medical Plan. In case of emergency, when the Health Center is closed, students may use the services of the Emergency Room at Porter Hospital at 814 LaPorte Ave. Other less emergent issues can be addressed by paging the Health Center Director. Call the Student Health Center for paging instructions.

Housing
The city of Valparaiso also offers a wide variety of housing opportunities. Apartments are located throughout the city, in large complexes and private homes. Houses are also available to rent.

International Programs
Harre Union, 464-6868
http://www.valpo.edu/international
The International Programs Office is dedicated to serving the special needs of international students and helping to create a supportive environment in which to live and study. It is their goal to help international students reach their fullest potential at Valparaiso University. Throughout your period of study at Valpo, they are happy to help you with any problems that might arise with your courses, immigration, or personal matters.

Lost & Found
A lost and found box is located in the Law Library at the Circulation Desk. The campus lost and found is located at the University Police office (corner of Union and University Park).

Multicultural Programs - Office of Student Affairs
Harre Union 203, 464-6868
http://www.valpo.edu/multicultural
The Multicultural Programs Office provides services that address the needs of American students of color, both undergraduate and graduate, while also serving as their primary advocate. The office offers general counseling and assistance, academic advising, and co-curricular programs.

Notary Public Services
Free notary services are available in the following offices: Lorrie Hodge, (Rm. 210), Kristin Takish (Rm. 212), Melissa Mundt (Room 214), Karen Koelemeyer (Rm. 217), and Sandy Tengblad or Kate Patterson (Heritage Hall).

Office of Alcohol & Drug Education (OADE)
1604 LaPorte Avenue, 464-6820
http://www.valpo.edu/counseling/oade/index.php
The Office of Alcohol and Drug Education coordinates substance abuse prevention efforts at Valparaiso University. Among its services are the Peer Education program, the CARE program which assists at-risk students through a program of assessment and education, extensive outreach programming to residences and classrooms, and counseling and referral services for students, faculty and staff who are experiencing problems with alcohol and other drugs. This office also supports a local BACCHUS chapter, the national organization that promotes alcohol awareness and responsibility on college campuses.

Parking Regulations
http://www.valpo.edu/vupd/parking/index.php
Parking lots on campus are designated for special uses and are identified by color-coding. Holders of vehicle registration permits are restricted to parking in areas identified by a color that matches the color on their registration decal. Such areas may be identified by more than one color. Designated parking areas are marked by signage and the following color-coding:

Yellow - staff (all Valparaiso University Employees)
Orange - **ALL** commuter students
Blue - resident Sophomores and Juniors
Red - resident Freshmen
Blue/Orange - Resident Seniors-may park in any blue or orange lots
V Temporary Visitor

Special parking areas are provided as a privilege for Valparaiso University students and employees. Operators of registered vehicles have the privilege of parking in specified areas, but having a registered vehicle does not ensure the availability of a parking space. The responsibility of finding a legal parking space rests with the vehicle operator. Vehicle registration may be revoked for persons who are repeated violators of traffic and parking regulations.

A legal parking space is defined as an area specifically designated for parking and typically defined by parking blocks and/or painted surface lines and/or indicated with appropriate signage. Areas not identified as parking areas should be construed as "NO PARKING" zones. Parking on campus is prohibited on grass and in areas where it would mar landscaping, create a safety hazard and interfere with the use of University facilities. Such areas include, but are not limited to, posted no parking zones, yellow zones, fire lanes and access areas, crosswalks, sidewalks, hash mark areas, areas designed for special vehicles or other special uses and roadways serving parking lots and buildings. Parking in spaces marked for the disabled are restricted to vehicles identified with appropriate tags or license plates or a special indicator issued by the Valparaiso University Police Department.

The person to whom a vehicle is registered on campus is accountable for parking violations with that vehicle, including the unauthorized use of an assigned registration decal. Registration decals issued to employees provide parking privileges only for the employee; it is a violation of parking regulations for a non-employee driving a vehicle registered by an employee to park in a parking area designated for employees. Vehicles that display a parking decal that is registered to a different vehicle will be considered falsified or unauthorized transfer of registration. Both parties will be cited.

Room Reservations in Wesemann Hall – Lorrie Hodge, Events & CLE Manager
Room 210, 465-7841
To reserve a room for an organization meeting, students must reserve use of a room with the Events & CLE Manager, located in Room 210. The Brassfield Conference Room is for faculty and staff use only. Individuals or groups who have made reservations with the Events & CLE Manager have precedence in the use of a room. In general, law school classrooms are locked after hours and are not available for evening or weekend use. However, the seminar rooms remain unlocked and available for use whenever the law school is open.

Sexual Assault Awareness & Facilitative Education (SAAFE)
1604 LaPorte Ave, 464-6860
http://www.valpo.edu/counseling/saafe/index.php
The Sexual Assault Awareness and Facilitative Education (SAAFE) Office provides peer education as a means to broaden awareness of healthy lifestyles and to aid in the prevention of sexual assault. The SAAFE Office resource center contains videos and written materials available to students. All student organizations and campus groups may request a variety of programs ranging from informational to interactive workshops such as body image, STD's, gender issues, wellness issues and healthy relationships. SAAFE Advocates and Peer Educators provide outreach programs for students through a Web page and e-mail, and through campus sponsored programs and events. The SAAFE Office provides advocacy services to individuals (male and female) who are survivors of sexual assault. Advocates meet with survivors at their request at a confidential location and provide the survivors with information about their rights, options that exist in dealing with the assault, and support in their decision making. All of this occurs within the realm of confidentiality. The SAAFE Office also provides support services to the victim's significant others.

Student Counseling & Development Center (SCDC)
826 LaPorte Avenue, 464-5002
http://www.valpo.edu/counseling/scdc/index.php
The Student Counseling and Development Center provides counseling services to full-time Valparaiso University students with personal, social, substance abuse, and academic skills issues. The confidential services are provided by professional counselors and psychologists. In addition to individual and group counseling and consultation, Center staff offer numerous educational presentations through outreach services; psychiatric availability for students requiring medications; and psychological crisis coverage for the University community. While all counseling and educational services are free of charge, a minimal fee may be required for interest, personality and development assessment.

OneCard [Student I.D. Cards]
Room 244 of the Harre Union, next to the vending area on the second floor. http://www.valpo.edu/it/onecard/index.php
OneCards are issued to all new law students prior to orientation, and are intended to be valid for student's entire enrollment. The OneCard is used by students to gain access to University buildings after hours, check out library books as well as admitting a student to all University sporting events free of charge, and most concerts sponsored by the University's Music Department. The OneCard must also be presented for rental of sports equipment at the Athletic Recreation Center and Harre Union. If an OneCard is lost, another card can be acquired at the OneCard office Room 244 in the Harre Union. A replacement fee will be charged.

Transcripts - University Registrar's Office
Kretzmann Hall, 464-5212
http://www.valpo.edu/registrar/assets/pdfs/transreq.pdf
Law School academic transcripts are available online through DataVU (https://datavu.valpo.edu). There is a five dollar ($5.00) charge for each official transcript printed. Student transcripts are not released until the student has met in full all obligations to the University, financial or otherwise. Transcript requests by alumni require creation of a login and password in DataVU.

University Book Center
Harre Union, 464-5421
www.valpo.edu/bookcenter
The University Book Center (a division of Follett Higher Education Group) sells texts and other materials required for Valparaiso University courses, including those offered by the Law School and the Graduate Division. Books can be ordered online at www.valpo.edu/bookcenter. Services include check cashing, U.S. Postal Service, and the sale of clothing, gifts, and sundries.

University Police Department
816 Union St., 464-5430
***Emergency contact 911: 24 hours a day**
www.valpo.edu/vupd
Non-emergency service hours: 8:00 a.m.-4:00 p.m.
The Valparaiso University Police Department provides educational and professional police services for the campus to help protect the students, faculty, staff, and properties owned by Valparaiso University. This office registers vehicles, provides campus parking regulations and maps of the campus, and enforces campus parking and traffic regulations. The campus lost and found office is also located here.

The University Police Department can be contacted any hour of the day or night for any type of emergency. If it is a situation not directly handled by the University Police Department, the proper authority will be notified of the problem.

***Please note that calling 911 from a cell phone will direct your call to the Porter County Sheriff's office, NOT Valparaiso University Police Department. When using a cell phone to report an emergency, speed a response by calling 464-5430.**

VU Campus Directory/Law School Photo Directory

Local phone numbers and addresses of students, faculty and staff are listed in the Valparaiso University Campus Directory. Those students not wanting their telephone numbers or addresses listed in the directory can opt out. . Students can access the Campus Directory online at http://www.valpo.edu/directory/. A password access online law photo directory is also available after Fall classes have begun.

Financial Information

Tuition/General Student Fee

The standard tuition for the 16-17 school year is $39,450 for full-time students (12 or more credit hours), and the general student fee is $922. Tuition for part-time students is $1,520 per credit hour (6-11 credit hours) and the general student fee is $442.

The estimated cost of attendance for the 2016-2017 academic year is $56,322 for full-time students. This figure includes tuition, room, board (food), general student fee, books, transportation, and personal expenses as well as loan fees.

* Estimated Cost of Attendance (for 1 year)

Tuition	$39,450
Student Fee	922
Room	7,200
Board	3,500
Books	1,200
Misc/Personal	1,600
Transportation	750
Loan Fee	1,700
Total	$56,322

The University strives to notify students of tuition increases for the following academic year in late February or early March of the current academic year.

Refunds

Withdrawal From All Classes

Students who withdraw from Valparaiso University may be eligible for a refund of a portion of the tuition, room and board charges for the semester of their withdrawal. The University and/or the student may be required to return some of the federal financial aid, if any, awarded to the student. If the student received financial aid from state, University or private funds (other than family), a portion of the refund may also be returned to the grant, scholarship or loan source from which it was received.

Valparaiso University's refund policy exists for calculating the refund of institutional charges. The federal "Return of Title IV Funds" formula dictates the amount of Federal Title IV aid that must be returned to the federal government by the school and the student. The federal formula is applicable to a student receiving federal aid other than Federal Work Study, if that student withdraws on or before the 60% point in the semester. The student may also receive a refund of institutional charges through the University's refund policy (below). The amount of refund of institutional charges will be the greater of the amount the school must return to federal Title IV programs or the amount determined by the University's refund policy.

The date of withdrawal and basis for calculating all refunds will be the date on which the student notifies the Law Registrar of his or her intent to withdraw from the University, provided the withdrawal form is completed and submitted to the Office of the Registrar no later than the end of the next working day. Each semester, a schedule of the applicable refund dates is available in the Finance Office, the Office of Financial Aid, and the Registrar's Office. In accordance with Valparaiso University's refund policy, students who withdraw from the University will receive a prorated refund of tuition and room fees, according to the following schedule:

During the 1st week of classes	**90%**	During the 5th week of classes	**50%**
During the 2nd week of classes	**80%**	During the 6th week of classes	**40%**
During the 3rd week of classes	**70%**	During the 7th week of classes	**30%**
During the 4th week of classes	**60%**	After the 7th week of classes	**None**

If a student is receiving financial aid, University and state funds will be reduced according to the above University refund policy. However, the schedule is different for federal funds. If a student withdraws on or before the 60% point in the semester, the percentage of funds that must be returned to the federal government is equal to the number of calendar days remaining in the semester, divided by the number of calendar days in the semester. Scheduled breaks of more than four consecutive days are excluded. The calculation of the return of these funds may result in the student owing a balance to the university and/or the federal government.

Note:
If funds are released to a student because of a credit balance on the student's account, then the student may be required to repay some of the federal grants if the student withdraws. Students considering withdrawing from all classes should consult with the Financial Aid Office if they are concerned about the financial impact of withdrawing.

Dropping Courses:
If a student drops one or more courses but continues to be enrolled in at least one course for the semester, their tuition charges will be refunded according to the University's refund policy. There will be no refund of special, laboratory or general fees. The financial aid award, if any, is subject to revision if the student drops one or more courses.

SATISFACTORY ACADEMIC PROGRESS POLICY

Federal Aid Policy (Title IV)

The following is federal aid policy (Title IV). Federal aid recipients must maintain minimum standards of satisfactory academic progress for receipt of federal, state, and most VU aid programs including Tuition Remission. All students receiving financial assistance must maintain matriculated status in a degree program. Regulations require a maximum time frame for degree completion, a quantitative measurement (credits earned toward a degree), and a qualitative measurement (cumulative grade point average). These three criteria are checked at the end of each academic year in May to determine whether students are maintaining satisfactory academic progress.

Law Students - Federal Aid Recipients

Law students may attempt up to 150% of the hours required for the law degree (135 attempted hours compared to 90 hours required for the law degree). Part-time students must complete the degree within seven years, even if they have not reached a maximum number of attempted hours. Students must complete at least two-thirds of all credit hours attempted each academic year.

Incompletes and withdrawals will count as hours attempted but not completed for financial aid purposes.. If incompletes are later completed, they will be reflected when progress is again checked, or sooner if the student appeals. Repeated courses will be added to total hours attempted or hours completed for purposes of calculating financial aid or cost to the student. The new grade will be included in the GPA calculation, which will be considered when progress is again checked, or sooner if the student appeals. VU does not offer non-credit remedial courses.

Appeals and Reinstatement

Students whose academic progress is not in compliance with federal aid standards will be notified in writing after the spring semester that their eligibility for aid has been terminated. They will also be advised of the appeal and reinstatement policy at that time. Students may appeal termination of their federal aid eligibility based on extenuating circumstances, which may include illness, death in the family, other circumstances beyond the student's control, or special academic circumstances. If the appeal is approved, the student will normally have one academic year to attain the appropriate GPA and completed credit hour standards, unless specified differently by the appeals committee. The terms of the approved appeal will be outlined in a letter and the student and a Financial Aid representative will sign the document. In some cases, the committee may put the student on probation for one semester and require that the student meet certain standards. Students who don't appeal, or whose appeal is denied, will not regain federal aid eligibility until the semester after they have attained the appropriate GPA and completed credit hour standards. Appeals should be directed to the Office of Financial Aid Appeals Committee.

Other Considerations - For Federal Aid Purposes
Summer school credits may be considered in evaluating attainment of the academic progress standards on an appeal basis. Certain aid programs have shorter time frame limits. For example, federal loan programs have cumulative limits that may be exceeded before the maximum time frame limits are reached.

APPLYING FOR FINANCIAL AID –SCHOOL CODE 001842

First-Time Financial Aid Applicants/Borrowers
Valparaiso University Law School is committed to providing financial assistance to students who would otherwise be unable to pursue a legal education. The Law School requires the Free Application for Federal Student Aid (FAFSA) form be completed to determine eligibility. No additional forms are required. To ensure that you are considered for the maximum amount of financial aid, the FAFSA should be completed by March 1st prior to the year you expect to receive financial aid. This application can be accessed at **www.fafsa.ed.gov.**

The processors will send the completed analysis back to you and will send it electronically to the institutions you designate. Your financial aid award will then be calculated on the basis of this report.

The Financial Aid Office will send you notice of your award after you have been admitted to the Law School. The award letter will include details on unsubsidized loans as well as the simplified procedure necessary for obtaining additional loan funds you wish to borrow for the next academic year.

Federal Programs Available to Law Students
Approximately 90% of all financial aid available to law students comes from student loan programs. Prior to July 1, 2012 Federal Student loans included the Federal Direct Subsidized Loan and the Federal Direct Unsubsidized Loan. After July 1, 2012 students are only eligible for the Direct Unsubsidized Loan.

If you intend to apply for the Federal Unsubsidized Loan, you only need to complete the FAFSA; no other application is required. All paperwork will be completed directly with VU, and VU will work with the federal government to obtain your loan funds and credit them directly to your student account each semester. Plus Loans for graduate students are available through the Department of Education, www.studentloans.gov but private loans are not part of the Federal Direct Student Loan Program. Plus loans and private loans require a separate loan application. Private loans can be found at http://www.valpo.edu/financialaid, under the Planning section. Both the Plus and private loans require a credit check and loan amounts **CANNOT** exceed the cost of attendance.

Completed and approved loan applications are sent to the Financial Aid Office for certification. To ensure on-time disbursement, loan applications should be completed by July l. If your loan is approved, the money will be issued to the University. All loan checks are disbursed by the Office of Student Accounts (Kretzmann Hall) and after tuition and fees are paid the remaining balance is disbursed to the student. **Refund Request Forms** are required to receive any additional funds on the students account. Refund forms are online at www.valpo.edu/studentaccounts. Funds are not available until 10-14 days after classes begin each semester.

If you have not borrowed a loan before, both the Plus and Unsubsidized loans will require Entrance Counseling and Promissory notes to be signed by the student before any loans will disburse. Effective April 1, 2015, all student refunds will be processed by Tuition Management Systems (TMS). To receive your refund by Direct Deposit or Visa Prepaid Card, register your payment preference and delivery address online. If you do not register a preference for receipt of your refund, it will be mailed by TMS to your delivery address. Mailed refunds could take up to 14 days for delivery. In some cases, your delivery address may be your home or permanent address. You may update your delivery address and your payment preference online at: **www.valpochoice.afford.com**

Click Website_TMS_More Info about receiving your refund through Tuition Management Systems.

Those who borrowed a federal subsidized or unsubsidized loan in undergrad will not have to redo a promissory note for the Unsubsidized loan, but will have to complete a promissory note and entrance counseling if they intend on applying for the Plus loan. To complete these documents students can log on to www.studentloans.gov.

Renewing Financial Aid
Renewing financial aid can be done by completing the FAFSA renewal application via the web. Renewal instructions are emailed to students who have completed a FAFSA for the current year.

Renewal applications make applying for aid easier because much of the students' data is already in the system from the previous year's application. Students will use their FSA ID to access **www.fafsa.ed.gov.** The FSA ID gives the applicant the ability to edit and update information from year to year such as income and assets. Review the entire application before sending it electronically and follow the complete instructions from the processor. You may also link to the IRS website if you have completed your taxes electronically and your information will automatically transfer to the FAFSA with the ***IRS retrieval tool.***

Financial aid emails for returning students are completed after all spring grades are received (usually the middle of June). Students will no longer receive a hard copy of their financial aid information unless it is requested. All information regarding a student's financial aid will b be available on their DataVu account.

What to Expect in Future Years

Generally, all financial aid awards are ***one-year*** awards. Some scholarships, however, may be automatically renewed if certain minimum conditions are met. Since the cost of attendance and the financial situation of students change from year to year, each student applying for financial aid must complete the Free Application for Federal Student Aid (FAFSA) on an annual basis as well as the Plus or private loan applications.

EMPLOYMENT OPPORTUNITIES

Campus Work Study

The Campus Work Study Program is a joint venture of the federal government and the University that provides part-time employment for students who qualify for need-based financial aid.

Teaching Assistants

Teaching assistantships for various writing courses throughout the curriculum, are available to second- and third-year law students. The length of appointments varies from seven weeks to one semester. The selection process is administered by the legal writing director. The teaching assistants work with their supervising professor in administering, supervising, and critiquing the projects required in the course(s) for which they assist. For their first four credits of service, teaching assistants receive course credit. If teaching assistants continue beyond four credits, they will receive monetary compensation.

Dean's Fellows

Dean's Fellows are high-performing, upper-level law students who have demonstrated the highest potential for leadership, academic achievement and a diversity of life experiences. The Dean's Fellows are selected through a competitive application process emphasizing motivation, enthusiasm, academic performance, and the commitment to the Valparaiso University Law School of each applicant. Dean's Fellows work with the Academic Success Program to facilitate the development of strategic initiatives by mentoring all incoming students through weekly learning community meetings focused on building successful study habits.

Research Assistants

Research assistantships are generally semester appointments. Appointments are available to second and third-year law students and students should contact Faculty Services Librarian, Debra Denslaw.

NOTE: Students should note that it is a requirement of the Law School that a full-time law student not be employed in excess of 20 hours per week during the school term.

LOAN REPAYMENT ASSISTANCE PROGRAMS

In recent years, the Law School has taken a progressive lead in legal education by encouraging its students to further the public interest in and out of law school. The Law School is continually exploring meaningful ways in which it can promote the delivery of legal services to the unrepresented who cannot afford a lawyer.

Summer Public Service Scholarships

The Law School offers scholarships to students who wish to work during the summer months for a public interest organization or state or local governmental agencies. These scholarships are awarded to students who have positions where no compensation is paid and no academic credit is earned. The scholarship program has been in place since 1989, and over 160 students have received scholarships ranging from $500 to $2,500 depending on the kind of employment and the number of hours worked over the summer. Students should direct questions about the Summer Public Interest Scholarships to the Career Planning Center as all awards are made through the CPC office.

Loan Repayment Assistance Program (LRAP)

In order to encourage law students to accept public interest employment upon graduation, the Law School offers loan assistance to graduates who have accepted positions in public interest, lower-paying employment, and who have accumulated substantial debt from educational loans. Applications for both the Summer Public Service Scholarship and the LRAP are required, and students interested in such an opportunity should contact the Career Planning Center at the Law School.

AWARDS & SCHOLARSHIPS

Financial assistance administered by the Law School is available through endowed funds, gifts of alumni and friends, and through a general appropriation of funds by Valparaiso University. In general, each of the three law classes is awarded approximately the same amount of merit assistance. While first-year full-time students receive merit awards based on projections of academic success and contributions, second and third-year full-time students receive merit awards based on actual academic success and contribution. All scholarships are renewed if certain minimum conditions are met. Conditions for maintaining scholarships are outlined in the

admissions letter. Retention of scholarships is determined when all spring grades are processed. **Summer grades cannot be used to increase the required GPA for scholarship retention.** All grades are considered final at the end of the spring semester for scholarship renewals or new scholarships. Awards are made to second and third year **full-time** students based on academic performance in the Law School. Once a scholarship has been lost there is not a formal appeal process for regaining the scholarship. Student must remain full-time in law school (12 credits per semester) to maintain their scholarships.

Veterans' Programs

In addition to working with the Veterans' Administration (VA), military veterans should consult with the Associate Director of Financial Aid as soon as possible when preparing to enroll at the Valparaiso University Law School. The University does participate in the Yellow Ribbon Program under the Post 9/11 GI Bill otherwise known as Chapter 33. The University awards the Patriot Award which in conjunction with the base Chapter 33 benefit and the additional Yellow Ribbon benefit will cover the general fee and all but approximately $10,000 of the student's annual tuition. The University does limit the number of Yellow Ribbon recipients it funds and priority goes to returning students already in the program and then on a first-come, first-served basis for new students. If Valparaiso scholarships/grants are part of the veteran's financial aid award, then total resources including VA scholarships and stipends and Federal Direct Loans may not exceed the veteran's cost of attendance as determined by the University's Office of Financial Aid. Veterans may elect to decline University scholarship/grant aid in order to fully utilize federal student loan assistance which allows the veterans to receive aid in excess of the cost of attendance. Veterans are asked to meet with the Associate Director of Financial Aid to discuss their options before enrolling.

Please note that due to constantly changing federal and state legislation, as well as changes in University policy, the contents here are subject to change and/or deletion without notice.

Admissions Requirements

Information for the Prospective J.D. Applicant

First-Year Applicants

Applications for admission to the first-year class are accepted beginning September 1. Applicants are required to complete and submit the application online no later than July 15 of the year in which admission is sought. For optimal scholarship consideration, files should be complete by March 1. Admission offers as a first-year student are made only for the fall semester of each year.

The Law School uses a rolling admission process. Applications are considered by the Admissions Committee when they are complete. Decisions are usually issued twice a month from late fall through July.

In order to apply as a first-year student, an applicant is required to:

- Have received or expect to receive a bachelor's degree from a regionally-accredited college or university prior to law school matriculation;
- Take the Law School Admissions Test (LSAT);
- Complete the Valparaiso Law JD Application form and submit it online through LSAC, along with the required personal statement, resume and two letters of recommendation. All application documents must be submitted online. An application for admission may be submitted even though the applicant has not yet taken the LSAT. Review takes place when the file is complete;
- The application fee is waived for 2016 admission;
- Register with the Credential Assembly Service (CAS). The applicant must arrange for the submission of transcript(s) of undergraduate and graduate schools attended to CAS. LSAT and CAS registration materials are obtained online at www.lsac.org;
- Arrange for the timely submission of recommendations to LSAC. Valparaiso University Law School requires two letters of recommendation as part of the admissions process. Applicants are required to send their letters of recommendation to LSAC for inclusion in their CAS report – two letters from faculty or other professionals, including employers, who can attest to the applicant's academic readiness for law school. Recommendations must be typed, on letterhead, and be no more than one year old;

Any false or misleading statements or an incomplete or inaccurate application may be the basis for denial of admission, or, if admitted, retraction of the admission offer or dismissal from the Law School and reported to LSAC. Through your electronic signature on the application, you certify that it is complete and accurate. You are expected to notify the Office of Admissions in writing of any changes of status or disclosures related to character and/or fitness that occur after the date of your certification and prior to matriculation. Following matriculation, all updates to character and/or fitness should be submitted in writing to the Assistant Dean for Students using the form located at http://www.valpo.edu/law/wp-content/uploads/2016/04/Character-and-Fitness-Addendum-Form.pdf

An admitted student must submit an official final undergraduate transcript showing conferral of a bachelor's degree and all academic work undertaken prior to the date of registration directly to LSAC by July 15. The official transcript is to be e-transmitted directly from the conferring institution to LSAC.

All admissions offers are conditional upon the receipt of a final undergraduate transcript and may be revoked if the official transcript certifying receipt of the bachelor's degree is not received.

For important dates and deadlines, go to http://www.valpo.edu/law/prospective-students/p-applying-to-valparaiso. You will be directed to the LSAC site to apply online to Valparaiso University Law School. For questions about the admissions process, contact: Office of Admissions, Valparaiso University Law School, Wesemann Hall, 656 S. Greenwich St., Valparaiso, Indiana 46383; Phone: 219.465.7821; Fax number: 219.465.7975; E-Mail: law.admissions@valpo.edu. Web address http://www.valpo.edu/law/prospective-students

Tuition Deposits

All offers of admission are conditional upon receipt of the $500 tuition deposit and the required final transcript showing conferral of a bachelor's degree (and also law school grades for transfer applications). The tuition deposit is applied toward tuition and general fees. **Tuition deposits are paid online and are non-refundable.**

Orientation

An orientation and registration program for all new students is held the week before classes begin in August. All new students are required to attend. Specific details on orientation become available online to all new students during the summer.

Transfer Application

Applications to transfer with advanced standing can be submitted online after February 1 and no later than July 1.
In order to apply as a transfer candidate, an applicant is to submit:

- A completed online application for admission. The application fee is waived for 2016 admission;
- A letter of good standing from the dean of the law school currently attending;
- An official transcript from the undergraduate institution showing the conferral of a bachelor's degree;
- A certified academic transcript covering all law school course work completed prior to transfer (completion of first year); and
- A copy of the first page of the CAS Report originally submitted for admission to law school.

Credit Awarded to Transfer Students

A student transferring to Valparaiso University Law School from another law school is expected to have completed the first year of law school, usually 24-30 credit hours and may receive up to 30 hours of course credit, provided:

- That the student meets the scholastic average required for graduation by that law school and all other conditions and requirements for continued attendance at that school;
- That the student's scholastic standing meets the requirements of the Valparaiso University Law School for advanced standing;
- That the work which the student has completed is similar in character to that which is given at Valparaiso University Law School; and
- That the student has met the entrance requirements of Valparaiso University Law School for first year law students.

The right is reserved to withhold such credit, wholly or in part. Credit which has been granted provisionally may be withdrawn because of unsatisfactory work at Valparaiso University Law School. No advanced standing is given for courses completed with a grade of 1.7 (C-) or below (or the equivalent).

Prior to registration, a student admitted with advanced standing must consult with the Law School's Registrar regarding credit to be transferred. The amount of credit transferred depends on the quality of the student's record and the relationship of the coursework to the program at Valparaiso University Law School. A maximum of 30 hours of course credit may be transferred.

Grades from transferred credits will not be used to compute the student's cumulative grade point average at Valparaiso University Law School. The student must obtain and maintain a grade point average of at least a 2.0 (Fall 2016 2.3) (C) at Valparaiso University Law School to be eligible for a degree. In the computation of a student's standing, grades of 0.0 (or F) earned at Valparaiso University Law School are included. Students who enter with advanced standing do not have an official class ranking until graduation.

Visiting Student Application

In order to apply as a visiting student, an applicant must submit:

- A completed on-line application for admission indicating visiting status. The application fee is waived for 2015 admission;
- A letter of good standing from the dean of the law school currently attending, indicating that credits taken at Valparaiso University Law School will be accepted by that institution as transfer credit; and
- An official transcript covering all law school course work completed.

Information for the Master of Laws Degree [LL.M.]

Admission Criteria and Procedures

Each applicant must:

(1) Have a law degree with high academic standing from a recognized foreign university;
(2) Receive a minimum TOEFL score of 95 (i-BT) or the equivalent, or successfully complete the INTERLINK program (or a comparable intensive English program)*; and
(3) Provide a notarized statement of financial support.

In addition, each applicant must:

(1) Complete the online LL.M. application with personal statement, and CV/resume. The application fee is waived for 2016 admission;
(2) Provide at least two letters of recommendation commenting in detail on the scholastic and professional qualifications of the applicant; and
(3) Provide original or certified true copies of academic records with a certified English translation for all university work.

The University is required by the U.S. Immigration and Naturalization Service to determine that international applicants have sufficient financial resources to cover all of their expenses while in the United States. Therefore, a notarized statement of financial support must be submitted.

**The Law School will reserve the right to assess the English language ability of international students even if meeting the above criteria. A student will only begin the LL.M. program after English language ability has been deemed satisfactory.*

Financial Aid

Financial aid is not available to support students in the LL.M. program. Applicants are encouraged to seek assistance from their governments or other outside sources.

For the Prospective Dual Degree Applicant

Admission Criteria and Procedures

Persons may apply to the dual degree programs at the same time that they apply to the Law School, although it is recommended that they apply after they matriculate to the Law School to begin graduate studies in the summer after their 1L year. Students should apply to the MA in Clinical Mental Health Counseling at the time they are applying to the Law School so that they can begin the MA-CMHC in the year prior to Law School matriculation. Law students may not take any graduate courses during the fall or spring semesters of their first year of law school.

Though the Law School and Graduate School may share applicant information, with written permission from the applicant, the graduate admission decisions and the law school admission decisions are separate processes. Admission to the Graduate School does not assure admittance to the Law School. All dual degree applicants should submit a $20 application fee directly to the graduate division along with their application to the graduate program.

Credits earned in the graduate program may not be counted toward a student's J.D. degree if they are earned prior to beginning law studies, as required by the ABA. Students that have completed their law degree will be reclassified as a graduate student and will no longer receive financial aid from the Law School.
More information on dual degrees is available at: http://www.valpo.edu/law/prospective-students/p-academics/p-degree-programs and http://www.valpo.edu/grad/programs/dualdegree.php

Information for the Prospective JD/MBA Applicant

Admission Criteria and Procedures

Students interested in applying to the JD/MBA program must complete the Law School Application, the MBA Application, take the Law School Admission Test (LSAT) and the Graduate Management Admission Test (GMAT), and submit the $20 application fee to the College of Business Administration. Contact the MBA Office for information on qualifying for a GMAT waiver: 219.465.7952 or mba@valpo.edu. For more information on the MBA dual degree: http://www.valpo.edu/mba/jd/index.php and http://www.valpo.edu/law/prospective-students/p-academics/p-degree-programs.

Valparaiso University Law School
Student Code of Conduct

Approved by the Faculty on May 8, 2014
Effective BeginningAcademic Year 2014/15

Prefatory Note

The Valparaiso University Law School Code of Conduct ("the Code") articulates the expectation that each law student will, at all times, meet the highest standards of personal and professional honor, integrity, and ethical conduct, whether inside or outside the classroom. The Code describes acts of academic and personal misconduct that violate this expectation and the disciplinary proceedings that apply to an allegation of misconduct. Prohibited conduct includes any act that violates the academic Honor Code, undermines the integrity of the Law School's educational mission or the ethical standards of the profession, or that is detrimental to persons or property. Excluded from the Code's jurisdiction is any act that, in whole or in part, violates the University Nondiscrimination, Harassment and Sexual Assault Policy ("NHSA Policy") or an act that is also the subject of the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Acts that violate the Honor Code or acts that are otherwise academic in nature are not the subject of the NHSA Policy or Campus Judicial System and always remain subject to the Code. An alleged act that would violate the NHSA Policy is subject to the reporting and complaint resolution procedures set forth in that policy.

The Code is organized into four parts—1) the preamble that states the rationale for the Code, 2) general provisions that constitute the administrative framework of the Code, 3) provisions that define student responsibilities and prohibited conduct, and 4) provisions that describe the disciplinary proceedings process, including possible sanctions. Appended to the Code is a flow chart overview of this process.

The Code is designed to address alleged violations in a fair and expeditious manner. The designee of the Dean known as the Code Administrator is authorized to conduct an informal investigation prior to the issuance of any written charge. The Code Administrator may dismiss a matter if the investigation produces no factual support for the allegation. The Code Administrator may also informally dispose of a matter when a student admits to the alleged violation and agrees to the proposed sanction. A written charge will issue and an Honor Board hearing will occur only when the Code Administrator finds factual support for the allegation and the student either denies the alleged conduct or does not agree to the proposed sanction. The goal of the Code is to both deter and remediate conduct that undermines the dignity of the academic environment or the professional standards for admission to the bar.

I. Preamble

Valparaiso University Law School ("Law School") embraces law as a calling to leadership and service. As a condition of admission to the Law School, a student's character and conduct must meet not only the standards established by the Law School but also those required for admission to the bar. Once admitted to the Law School, a student is expected to continue to meet the highest standards of personal and professional honor, integrity, and ethical conduct, whether inside or outside the classroom. This responsibility includes scrupulous respect for the rights of others and the dignity of the learning environment. A student who fails to meet these standards and expectations may be subject to disciplinary proceedings under this Student Code of Conduct ("the Code").

II. General Provisions

1. **Applicability.** The Code applies to all students and student organizations of the Law School. When the alleged violator is an organization, the presiding officer and students affiliated with the organization may be required to participate as the organization's representatives in informal or formal disciplinary proceedings. The term "student" in the Code should be read to include a student organization whenever the mentioned responsibility, act or omission could pertain to the activities of a student organization. A student is individually subject to the Code from the time of application for admission through the actual awarding of a degree, notwithstanding that a violation may occur before classes begin, after classes end, during the academic year, or during periods between

terms of actual enrollment. The Code shall apply to the conduct of a student who withdraws, is suspended, or is expelled from the Law School during a pending disciplinary matter provided that the conduct occurred prior to the withdrawal, suspension, or expulsion. The Code cannot be applied retroactively to events that predate the effective date of the Code. The Code is not a contract and is not to be construed as a contract between or among the students, student organizations, and the Law School. The Code does not apply to complaints that arise under the University Nondiscrimination, Harassment and Sexual Assault Policy ("NHSA Policy") or an act that is also the subject of the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Acts that violate the Honor Code or acts that are otherwise academic in nature are not the subject of the NHSA Policy or Campus Judicial System and always remain subject to the Code. Complaints based in whole or in part on conduct that is alleged to violate the NHSA Policy are subject to the reporting and complaint resolution procedures therein set forth, the text of which can be found at: http://www.valpo.edu/generalcounsel/assets/docs/Nondiscrimination%20Harassment%20Sexual%20Assault.pdf.

2. **Discipline Authority and Delegation.** Ultimate authority for student discipline is vested in the Dean of the Law School. Discipline authority may be delegated to a specific school official or committee as set forth in the Code or as deemed appropriate by the Dean. For purposes of the Code, the Dean's designated school official is referred to as the Code Administrator. The committee vested with authority to conduct hearings on alleged Code violations is referred to as the Honor Board. Although decisions reached by the Honor Board are deemed final, the Provost of the University retains discretion to review a written appeal of an Honor Board decision and to render any decision the Provost deems appropriate. The following describes the authority delegated to the Code Administrator and to the Honor Board and provides the rules for constitution of the Honor Board members:

    - **The Code Administrator.** The Code Administrator is vested with authority to investigate a report of alleged Code violation ("a report") and, whenever in possession of personal knowledge of a Code violation, to initiate such a report. Upon investigation of a report, the Code Administrator will share the report with the Dean of Students. The Code Administrator may then issue a written charge unless the Dean of Students determines the matter is subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Should that occur, jurisdiction of the matter will be removed from the Code to the Campus Judicial System. If the matter remains the subject of the Code, the Code Administrator may dispose informally of a report without approval of the Honor Board, prior to the issuance of a written charge. After the issuance of a written charge, the Code Administrator may settle the charge at any time before an Honor Board Hearing occurs, subject to approval by the Honor Board.

    - **The Honor Board.** The Honor Board is vested with authority to: 1) conduct a hearing on an interim suspension or written charge of Code violation; 2) render a decision after hearing; and 3) impose sanctions. The Honor Board shall consist of five members: two from the full-time faculty and three students—one each from the first, second, and third-year classes. All students in good standing are eligible to be considered for appointment to the Honor Board based on a statement of interest in the position. Student members shall be appointed for one-year terms by the Student Bar Association President, subject to approval by the Dean. Faculty members of the Honor Board shall be elected by the Faculty for one-year terms. The Dean shall select the Chair of the Honor Board from the elected faculty members. No member of the Honor Board may participate in an Honor Board proceeding if that member has a conflict of interest, either as determined by that member or by a majority of the other Honor Board members. In the event an Honor Board member is disqualified or otherwise unable to serve, a faculty member vacancy shall be filled by appointment of the Dean and a student vacancy shall be filled by appointment of the Student Bar Association President.

3. **Prohibited Conduct.** The examples of prohibited conduct outlined in the Code are not an exhaustive summary of all prohibited conduct. By enrolling in the Law School, students agree to be judged by the highest standards of personal and professional conduct and ethical principles. Students and student organizations may be disciplined for acts of misconduct that are committed on or off University property or premises if the misconduct undermines the security of the University or Law School community or the integrity of the educational process, poses a serious threat to self or others, or threatens a student's ability to meet the character and fitness requirements for admission to the bar. The Dean of the Law School retains sole discretion to determine on a

case-by-case basis whether the Code will be applied to conduct that occurs off University property or premises. The term "University property or premises" includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University (including adjacent streets and sidewalks).

4. **Conduct in Violation of the Law and the Code.** An act of misconduct that may also be a violation of law is subject to disciplinary proceedings under the Code without regard to a pending civil action or criminal arrest and prosecution. A student who is arrested or otherwise charged with a crime punishable by incarceration has an ongoing obligation to disclose this information to the Law School within seven (7) calendar days of arrest or receipt of charges. Failure to make a timely disclosure constitutes a separate violation under the Code. Proceedings under the Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings. A student charged with violation of the Code shall be advised that statements made or actions taken in the course of proceedings under the Code may be discoverable in a related civil action or criminal prosecution. Notwithstanding a student's refusal to answer questions, the Honor Board may proceed with the hearing and formal disposition of the charge. Determinations made or sanctions imposed under the Code shall not be subject to change because criminal charges or civil claims arising from the same facts were dismissed, reduced, or resolved in favor of or against the student charged under the Code. If the charged student takes a voluntary leave of absence pending resolution of a related civil action or criminal prosecution, proceedings under the Code shall be temporarily suspended. Without regard to a student's decision to take a voluntary leave of absence, the Dean retains sole discretion to impose an interim suspension under Section IV(A) of the Code.

5. **Confidentiality.** With the exception of communication for the purposes of investigation and deliberation, all information concerning alleged violations of the Code shall be treated as confidential. Student-specific information about proved or admitted charges shall be disclosed by the Law School only as requested by state bar authorities or as required by statute, administrative rule, or court order. No record shall be made in a charged student's law school file concerning a charge that was neither proved nor admitted.

6. **Notice.** Whenever notice to a student is required by the Code, receipt will be presumed when notice: 1) is personally delivered to the student by the Dean or Code Administrator; 2) is sent to the student by official University email; or 3) is mailed to either the current local address or the permanent address contained in the student's official Law School record. The Code Administrator will attempt to deliver notice by the means most expedient in the circumstances.

7. **Summary Report.** Each academic year the Office of the Dean shall publish or post a list of alleged violations brought to hearing or resolved through informal process in the previous academic year. The list shall include a summary of the violations charged, the result of the hearing and appeal or of the informal disposition, and any sanctions imposed. All information that would identify an alleged violator shall be redacted.

8. **Amendment of Code.** Amendments to the Code shall be made by the Faculty upon consideration of student comment and input from the Student Bar Association.

III. Student Responsibilities and Prohibited Conduct

A. Student Responsibilities

1. **Honor Code.** The Honor Code is the cornerstone of the Student Code of Conduct. The Honor Code Pledge states: ***I have neither given or received, nor have I tolerated others' use of unauthorized aid.*** Each student is required to include a signed Honor Code Pledge on all work completed for academic credit and to sign the pledge by confidential examination number on all law school examinations.

   "Tolerating others' use of" includes and is specifically intended to address failure to report another's use of unauthorized aid. A student who has knowledge of another's use of unauthorized aid must report that information to the Code Administrator. A student's knowledge may be inferred from circumstances.

   Emanating from the Honor Code are general expectations of all students, which include:
   - respect for others and a learning environment that is free from harassment and unfair advantage;
   - honesty and integrity in all actions, including work product and the process used to produce work product; and
   - sole responsibility for individual work product.

2. Personal Conduct. Student responsibilities include knowing the expectations stated in the Code and the Law School Bulletin. Students are expected to:

- follow all rules applicable to conduct in classroom environments and Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises;
- respect the rights and dignity of others, both within and outside the Law School and University community; and
- obey all local, state, and federal laws.

B. Prohibited Conduct

1. Academic Misconduct. Academic misconduct is any act or omission that violates the Honor Code Pledge or undermines the integrity of the Law School's educational mission or the ethical standards of the legal profession. Academic misconduct includes but is not limited to:

- ***Material Misrepresentation or Omission***. A material misrepresentation or omission is one that a student knows, or should know, could influence an academic outcome, benefit, or opportunity, including law school or other academic admission or retention, financial aid, performance evaluation, academic credit or standing, pursuit of an externship or competition opportunity, employment or pursuit of an employment opportunity, or any matter concerning enforcement of the Code. Examples include:
  - falsely marking or otherwise misrepresenting a student's own presence or absence or the presence or absence of another student on attendance sheets or other documents;
  - signing another's name or allowing another to sign one's name in any manner that could affect academic credit, except as permitted by an instructor or other school official;
  - forging, falsifying, altering, or otherwise using school documents, records, or identification cards with the intent to defraud;
  - falsifying or fabricating information or data in an academic exercise including records, reports, and sources of information; and
  - offering for academic credit work previously offered by the student for academic credit, or simultaneously offering for academic credit work to more than one instructor, except as authorized in advance by the respective instructor or instructors.

- ***Cheating.*** Cheating is giving or receiving unauthorized aid in any form in any academic exercise or activity. Examples include:
  - using unauthorized external assistance, such as books, notes, computers, and wireless communication devices, on an in-class or regularly-scheduled examination or quiz;
  - taking an examination for another student or using another student as a substitute to take an examination or quiz;
  - stealing examination content through any means, including retaining or making a copy of the examination or retaining notes taken during the examination;
  - discussing the contents of an examination with a student who has not yet taken the examination;
  - intentionally viewing the examination paper or answer sheet of another student while taking an examination;
  - reading examination questions or writing answers to any examination except during the authorized time for taking the examination;
  - taking an examination outside the room authorized for that purpose;
  - intentionally invading the administrative security maintained for the preparation and storage of examinations;
  - submitting as one's own work product a paper obtained from the internet, a commercial company, or other source; and
  - collaborating to produce work product that is supposed to be the student's individual work.

- ***Plagiarism.*** Plagiarism is the written or oral use of ideas or materials from another source, whether written or oral, without full acknowledgment and attribution to the original source. Examples include the following when proper attribution is not provided:
    - using another person's exact words;
    - paraphrasing another person's words, ideas, opinions, or theories; and
    - using facts, statistics, or illustrative material assembled or collected by others.

- ***Interference.*** Interference is any intentional or reckless conduct that impedes the operations and educational mission of the Law School. Examples include:
    - disrupting the classroom or any academic exercise;
    - violating course rules;
    - breaching the anonymity of grading procedures;
    - obstructing the administration of any examination; and
    - impeding another student's work through the theft, hiding, mutilation, or destruction of library or other facility resources.

2. Personal Misconduct. Personal misconduct is any act or omission that is contrary to the principles of student responsibility embodied in this Code without regard to whether such act or omission has direct bearing on the academic performance of the student or others. Personal misconduct includes but is not limited to:

- ***Conduct Detrimental to Persons, Health, Safety, or Order***. Conduct detrimental to persons, health, safety, or order is any act or omission that threatens or endangers any member of the Law School or University community or any person on Law School or University property or premises or at Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises. Examples include:
    - conduct that would constitute a crime punishable by incarceration under state or federal law, without regard to whether the student is charged in a criminal court or punishment is imposed;
    - conduct that involves an express or implied threat to interfere with another person's safety, academic efforts, employment, or participation in Law School or University-related activities or that causes the person to have a reasonable apprehension of such harm;
    - conduct that has the purpose or reasonably foreseeable effect of interfering with another person's safety, academic efforts, employment, or participation in Law School or University-related activities or that causes the person to have a reasonable apprehension of such harm;
    - conduct that is lewd, indecent, or obscene;
    - conduct that endangers one's self or others;
    - conduct that is disorderly, including obstructive or disruptive behavior that interferes with teaching, research, studying, or academic administration;
    - physical abuse of any person;
    - verbal abuse of any person, whether oral or written, including by means of social media;
    - acting with violence;
    - smoking in unauthorized locations on Law School or University premises;
    - unauthorized possession or use of alcoholic beverages;
    - unauthorized possession or use of illegal drugs or controlled substances; and
    - unauthorized possession or use of a weapon or firearm.

- ***Conduct Detrimental to Property.*** Conduct detrimental to property is any act or omission that threatens or endangers property belonging to any member of the Law School or University community or to any person on Law School or University property or premises or at Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises. Examples include:
    - conduct that would constitute a crime punishable by incarceration under state or federal law, without regard to whether the student is charged in a criminal court or punishment is imposed;
    - unauthorized taking, possession, use, duplication, or distribution of property, including violation of copyright policies;
    - unauthorized damage or destruction of property; and
    - unauthorized entry, use, or occupancy of Law School or University facilities.

- ***Conduct Detrimental to the Disciplinary Process.*** Conduct detrimental to the disciplinary process is any act or omission that interferes with enforcement of the Code. Examples include:
    - failing to make a timely disclosure of an arrest or receipt of charges for a crime punishable by incarceration (*see* General Provision 4);
    - knowingly making a false accusation;
    - falsifying, distorting, misrepresenting, or failing to disclose a material fact in a disciplinary investigation, meeting, or hearing;
    - intimidating, restraining, harassing, retaliating against, coercing, or bribing any participant in a disciplinary investigation, meeting, or hearing;
    - refusing reasonable cooperation in the investigation of an alleged violation;
    - failing, without a reasonable excuse, to participate in a disciplinary meeting or to appear and give testimony in a disciplinary hearing;
    - tampering with evidence relevant to an alleged violation; and
    - failure to comply with a sanction imposed under the Code, unless an appeal from that order is pending.

- ***Conduct Detrimental to Professional Character and Fitness.*** Conduct detrimental to professional character and fitness is any act or omission not otherwise covered by the Code that reflects negatively on a student's character and fitness for the study or practice of law, including a violation of state rules of professional responsibility while the student is acting under student practice rules in that state.

IV. Disciplinary Proceedings

A. Interim Suspension

1. Authority of Dean. The Dean retains authority to immediately suspend a student from the Law School or from participating in Law School functions, programs, competitions, and other student activities. Imposition of interim suspension shall include exclusion from the physical premises of the Law School and the University property or premises.

2. Grounds for Interim Suspension. An interim suspension may be imposed when, in the sole discretion of the Dean, suspension is advisable to: 1) protect the safety and well-being of members of the Law School community; 2) protect the student's own physical or emotional safety and well-being; or 3) remove the disruptive influence caused or threatened by the student's presence.

3. Notice of Interim Suspension. Written notice of the interim suspension shall be given to the student on the date of suspension and must include the terms and reasons for the suspension and the time, date, and place set for a hearing before the Honor Board. A Notice of Interim Suspension serves as a Notice of Written Charge under Subsection D of this Section. The provisions of Subsection D govern the procedures for student response, hearing, and appeal following a Notice of Interim Suspension.

B. Report and Investigation

1. Report. Any member of the faculty, administration, staff, or student body may make an oral or written report of alleged student misconduct. Such person is referred to under the Code as the report initiator. The report may be made to the Dean or to the Code Administrator.

2. Investigation. Unless good cause exists to extend the time, the Code Administrator shall, within ten (10) calendar days of receipt of the report, conduct an investigation to determine whether: 1) the allegation should be dismissed for lack of credible evidence; 2) the matter is appropriate for informal disposition; or 3) a written charge should issue. The Code Administrator may interview the report initiator and any witnesses, and examine records and other documents. The Code Administrator may also meet informally with the student who is alleged to have violated the Code. If the Code Administrator has a conflict of interest or is unable to act, the Dean shall investigate or, if necessary and appropriate, appoint a tenured faculty member to investigate the report.

3. **Termination of Investigation.** If, in the Code Administrator's opinion, there is no credible evidence upon which to issue a written charge, the Code Administrator shall terminate the investigation and so inform: 1) the report initiator; 2) the student who is alleged to have violated the Code; and 3) the Honor Board. Upon discovery of new evidence at any time, the Code Administrator may reopen the investigation.

C. Informal Disposition

1. **Discretion of Code Administrator.** The Code Administrator is vested with authority to render an informal disposition of an alleged code violation when the Code Administrator determines upon investigation that informal disposition best serves the interests of the Law School community and the Dean of Students has determined that the matter is not subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*.

2. **Form of Informal Disposition.** Informal disposition may take the form of: 1) dismissal of an allegation prior to written charge if no credible evidence is found to support the allegation; or 2) an agreed imposition of sanction if the student admits in writing to the allegation of Code violation.

3. **Memorialization of Informal Disposition.**

    a. **Dismissal of Allegation.** If an allegation is dismissed prior to written charge, the disposition will be communicated orally by the Code Administrator to the report initiator and to the student who was alleged to have violated the Code. No written record will be retained that identifies the student against whom the dismissed allegation was made.

    b. **Admission of Allegation and Agreed Imposition of Sanction.** If a student admits to the allegation and agrees to imposition of sanction, the agreed disposition shall be reduced to writing and signed by the student against whom the allegation was made. The terms of the agreed disposition will remain confidential and student-specific information about the agreed disposition will be disclosed by the Law School only as requested by state bar authorities or as required by statute, administrative rule, or court order. The Code Administrator may, without revealing the terms of the agreed disposition, inform the initiator of the report that an informal disposition has been reached.

D. Written Charge and Formal Disposition

1. **Written Charge.** If, in the Code Administrator's opinion, credible evidence exists to support the allegations stated in the report, the Dean of Students has determined that the matter is not subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life,* and informal disposition is not possible, the Code Administrator shall promptly present a written charge to the Honor Board.

2. **Notice of Written Charge.** The written charge shall be given to the student on the date the charge is presented to the Honor Board.

3. **Written Response.** Within five (5) calendar days of receipt of the written charge, the charged student shall respond in writing to the Chair of the Honor Board. The response shall admit, deny, or otherwise respond to each factual matter charged. The Chair of the Honor Board may extend the time for the student's written response.

4. **Access to Information.** The charged student is entitled to information held by the Code Administrator that is exculpatory in nature or that would offer or support a defense against the charge, and to a list of the names of witnesses known to the Code Administrator. Under exceptional circumstances, the Code Administrator may withhold the names of witnesses or other information that would reveal the identity of witnesses if the Code Administrator reasonably believes these individuals would be subject to harassment if identified. The information, or an explanation for why the information is being withheld, shall be provided to the student as soon as possible after the Notice of Written Charge is issued. In such

exceptional circumstances, alternative means shall be explored to accommodate the charged student's legitimate need for information.

5. **Hearing Date.** Within five (5) calendar days after the response is due, the Chair of the Honor Board shall set a hearing date and time. In the ordinary course, the hearing date shall be no later than ten (10) calendar days after the response is due. If the Chair of the Honor Board determines that exigent circumstances necessitate a delay in the hearing date, the Chair may adjust the date accordingly.

6. **Notice of Hearing.** Written notice of the time, date, and place set for the Honor Board Hearing shall be given to the student on the same day that the Chair determines the date and time for the hearing.

7. **Settlement.** At any time before the Honor Board Hearing occurs, the charged student may enter into a written settlement agreement with the Code Administrator. The settlement agreement is subject to approval by the Honor Board and shall include the student's signed admission of Code violation and agreement to imposition of sanction.

8. **Hearing Procedures.** The Honor Board Hearing shall be conducted according to the procedures set forth below and such other procedures as are from time to time adopted or applied by the Honor Board. The Honor Board is not bound by the formal rules of criminal procedure or rules of evidence. The Honor Board is authorized to take official notice of statutory law and the published rules, procedures and policies of the Law School.

    a. **Private Hearing.** An Honor Board Hearing shall be private unless the charged student, the report initiator, and the Honor Board all agree to an open hearing. The hearing shall be audiotaped or videotaped. The deliberations of the Honor Board shall not be taped and shall remain confidential.

    b. **Representation.** A student charged with misconduct has the right to represent himself or herself and may seek the assistance of an adviser. Advisers are not allowed to speak or participate as legal counsel in the hearing but may provide guidance to the charged student.

    c. **Presentation of Evidence.** The Code Administrator shall address questions to the report initiator, witnesses, and the charged student. Members of the Honor Board may also question the report initiator, witnesses, and the charged student. The charged student has the right to respond to the evidence and to question the report initiator and any witnesses. The charged student may also offer witnesses and evidence in his or her defense, subject to the right of the Code Administrator and Honor Board to question such witnesses. The Chair of the Honor Board may in his or her discretion limit the number of witnesses and questions. The Honor Board may also receive reliable non-testimonial evidence from the Code Administrator and the charged student. At the conclusion of testimony, the Code Administrator and the charged student may deliver an oral summation of the evidence and a closing statement. Notwithstanding a refusal by the charged student to answer the questions of the Code Administrator or the Honor Board, the Honor Board may proceed with the hearing and formal disposition of the charge.

    d. **Decision of the Honor Board.** The decision of a majority of the Honor Board members shall be deemed the decision of the Honor Board. A charge shall be sustained only upon a decision by the Honor Board that there is no substantial uncertainty about the conclusion to be drawn from the evidence.

    e. **Finality of Decision; Appeal.** The decision of the Honor Board is deemed final. Within ten (10) calendar days of the Honor Board decision, the student may submit a written appeal to the Provost of the University. The Provost has discretion to review an appeal of an Honor Board decision and to render any decision the Provost deems appropriate.

9. **Memorialization of Formal Disposition.** The decision of the Honor Board, including the sanction imposed, shall be reduced to writing. The terms of the disposition will remain confidential and student-specific information about the disposition will be disclosed by the Law School only as requested by the

state bar authorities or as required by statute, administrative rule, or court order. The Code Administrator may, without revealing the terms of the disposition, inform the initiator of the report that a formal disposition has been reached.

E. Sanctions

1. **Imposition by Honor Board.** The Honor Board, upon reaching a decision that sustains the written charge, may impose any one or combination of the following sanctions for implementation by the Dean's office:

   a. Admonition. An admonition is an oral statement to the charged student that he or she violated the Code, which, at the Honor Board's discretion, may be accompanied by a written statement in the student's file.

   b. Warning. A warning is an oral notice to the student that continuation or repetition of the conduct found wrongful may be cause for more severe disciplinary action in the future, and which, at the Honor Board's discretion, may be accompanied by a written statement in the student's file.

   c. Censure. Censure is a written reprimand for the violation and a warning of the possibility of more severe disciplinary sanctions in the event of a subsequent Code violation.

   d. Community Service. Community service is a work assignment that renders service to the Law School, University, local community, or a civic organization.

   e. Exclusion from Activities. Exclusion from activities includes exclusion from participation in school privileges or extracurricular activities for a specified period of time.

   f. Course Failure. Course failure is a recommendation for entry of a failing grade in the course in which a violation occurred.

   g. Restitution. Restitution is any financial arrangement to provide reimbursement for damage or misappropriation of property.

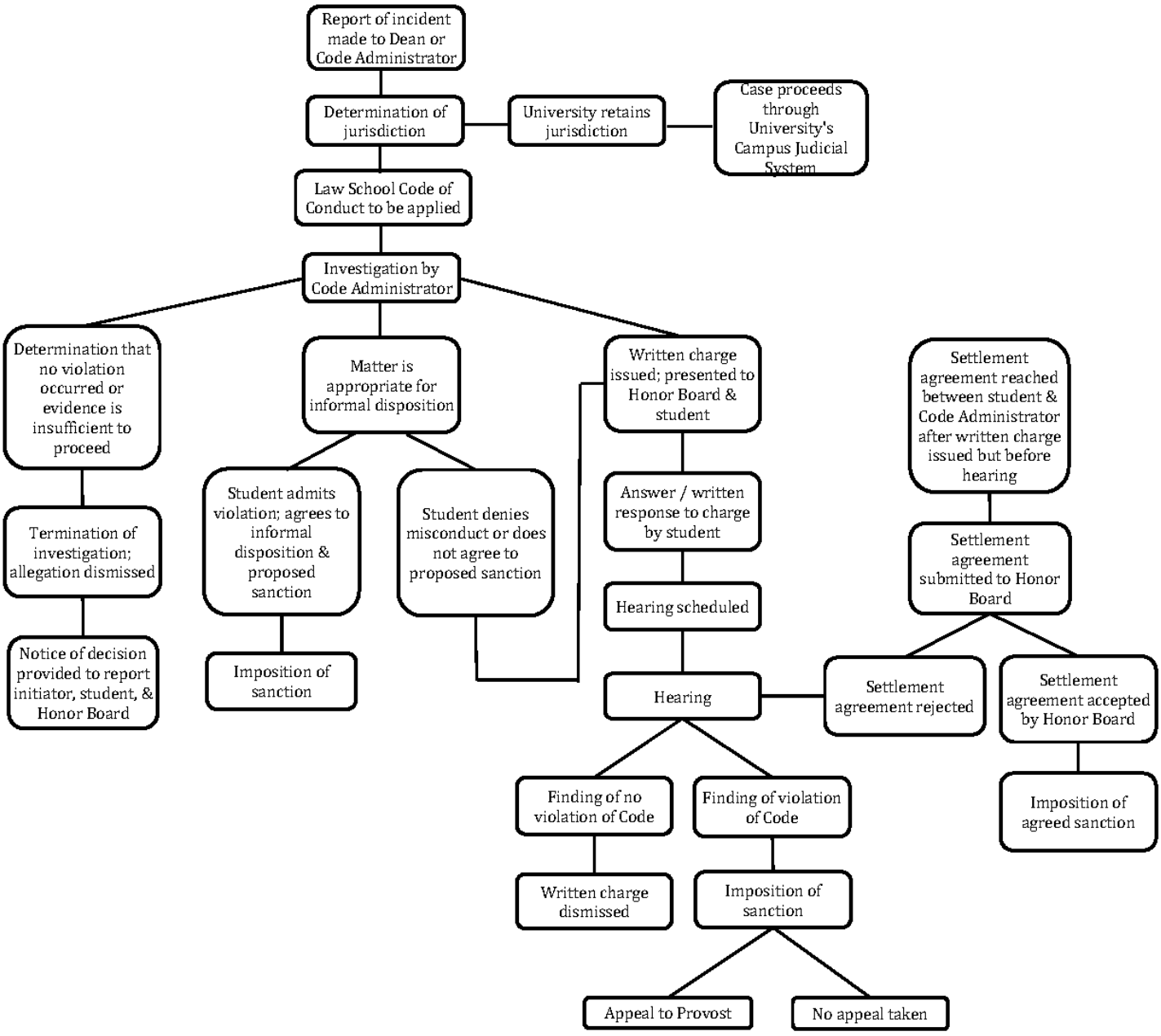
   h. Suspension. Suspension is exclusion from classes and other privileges or activities for a specified period of time.

   i. Expulsion. Expulsion is an order terminating the student's status for an indefinite period of time. If readmission is contemplated, the conditions for readmission shall be stated in the order of expulsion.

   j. Other. The Honor Board may apply any other sanction that it deems appropriate and reasonable.

Valparaiso University Law School

Student Code of Conduct Process



Wesemann Hall Legend

LOWER LEVEL

14	Office
15	Library workroom
16	Study Carrel
17	Study Carrel
18	Seminar Room

FIRST FLOOR

108	Cataloging & Acquisitions Assistant, Kathleen Mance
109	Assist. Dean for Students and Educational Services Librarian, Steven R. Probst
110	Library Services Coordinator, Alison Downey
111	Assoc. Dean for Library Services, Emily Janoski-Haehlen
112	Assoc. Law Librarian for Access Services, Michael Bushbaum
113	Reference Office
118	Seminar Room
120	Seminar Room
121	Library Circulation Desk
122	Library Circulation/Reserve Office
123	Library photocopier
125	CPC - Conference Room
126	CPC - Student Work Room
127	CPC - Assoc. Director, Julia Bochnowski
128	CPC - Exec. Director, Gail Peshel
129	CPC - Assoc. Director, Robyn Rucker
130	CPC - Suite
131	Career Planning Center (CPC) Waiting Area
131B	CPC - Reception area
131D	CPC - Work Room
131E	CPC - Assoc. Director of Alumni Relations, Vanessa Verner
131F	CPC - Senior Director, Vicki Ryan
131G	CPC - Interview Room
131H	CPC - Interview Room
131J	CPC - Interview Room
132	Student Lounge/Cafe
132A	Student Lounge/Cafe Seating Area
133	Vending
133A	Café Serving Area
133B	Café Kitchen/Storage
134	St. Louis Seminar Room
136	Staff Lounge
139	*Law Review* Office
140	*Law Review* Editor in Chief
141	*Law Review* Assoc. Editor in Chief
142	Student Bar Association (SBA) Office
143	Student Advocacy Center
143A	Student Organizations Office
144	Admissions – Assoc. Administrator, Janet Styf
144B	Admissions workroom
144C	Admissions – Director of Recruitment & Retention, Kelly Anthony
144E	Admissions – Sr. Director of Admissions, Zahra Nwabara
148	Stride Courtroom
149	Judge's Chambers
152	Jury Room
155	Pelzer Classroom
158	Ulbricht Classroom
160	Benson Classroom
163	Tabor Auditorium

SECOND FLOOR

202	Administration Waiting Area
202A	Student Aide Station
202B	Dean's Suite Office Manager, Beth Heinold
205	Dean, Andrea Lyon
206	Administrator to the Dean, Laura Beach

207	Assoc. Dean for Academic Affairs, David Cleveland
208	Director of Operations, Mary Bandstra
209	Associate Director of Law Marketing, Nicole Skinner
210	Events and CLE Manager, Lorrie Hodge
211	Director of Marketing and Communications, Anne Brandt
212	Assistant Registrar and Accommodations Manager, Kristin Takish
214A	Workroom
214	Staff Office
215	Registrar and Director of Academic Services, Melissa Mundt
216	Prof. David Herzig
217	Academic Services Administrator: Karen Koelemeyer
218	Assoc. Prof. Stephen Wilks
219	Brassfield Conference Room
220	Prof. Faisal Kutty
222	Prof. Robert Knowles
224	Sr. Research Prof. Seymour Moskowitz
226	Prof. Derrick Carter
227	Assoc. Director of Technology, William Klein
228	Sr. Research Prof. Rosalie Levinson
229	Emeritus Faculty Office
230	Emeritus Prof. Ivan Bodensteiner
231	Emeritus Faculty Office
232	Visiting Prof. Kathy Wehling
233	Emeritus Faculty Office
234	Faculty Office
235	Emeritus Faculty Office
236	Asst. Prof. Mary Szto
238	Emeritus Prof. Ruth Vance
240	Emeritus Prof. Susan Stuart
241	Asst. Prof. Natalie Banta
242	Prof. Jeremy Telman
243	Faculty Office
244	Faculty Lounge
246	Prof. Del Wright
247	Prof. Robert Blomquist
248	Prof. Bernie Trujillo
249	Prof. Curt Cichowski
250	Prof. Rebecca Huss
251	Faculty Services Librarian, Debra Denslaw
251A	Research Assistants Office
252	Seminar Room
253	Cataloging and Acquisitions Librarian, Larissa Sulivant
254	Library Workroom
255	Student Computer Lab
262	Emeritus/Sr. Research Professor/Retiree Office
263	Adjunct Office
264	Technology Office
265	Mother's Room
266	Study Carrel
267	Study Carrel
268	Study Carrel
269	Study Carrel
270	Vacant
271	Copy Room
272	Faculty Office
273	Faculty Office
274	Prof. David Cleveland
278	Director of Academic Success, Bethany Lesniewski
279	ASP Office
280	Assoc. Director of Academic Success, Kim Kass
281	Director of Student Relations, Joseph Baruffi
284	Vacant
285	Mail Room

Heritage Hall Legend

FIRST FLOOR

102A	Interview Room
102B	Conference Room
102C	Interview Room
102D	Emeritus Prof. David Vandercoy
102E	Clinic Office
103A	Assoc. Director – Clinical Services, Sandy Tengblad
103B	Associate Dean of Experiential Learning, Derrick Howard
104	Reception Lobby
104A	Work Room
104D	Waiting room
104E	Client Unisex Restroom
104F	Reception Work Space
104G	Associate Administrator of Clinic, Kate Patterson
106A	Break Room
106	Vending
112A	Women's Restroom
112B	Men's Restroom
116A	Building Services
117	Courtroom

SECOND FLOOR

201A	Adjunct Office
201B	Interview Room
201C	Interview Room
201D	Interview Room
201E	Prof. Paul Kohlhoff
201F	Interim Director of Clinics, Dave Welter
202A	File/Copy Room
202B	Interview Room
202C	Prof. Ana Osan
202D	Asst. Prof. Geoffrey Heeren
202E	Prof. Michael Straubel
202F	Prof. Geneva Brown
204	Computer Lounge
205	Support Staff Office
206	Conference Room
212A	Women's Restroom
212B	Men's Restroom
215	Conference Room
217	Conference Room
218A	Building Services
218B	Electrical

BASEMENT

B003	Storage
B005	Storage
B006	Electrical
B007	Data
B008	Storage
B010	Mechanical
B005	Storage
B006	Electrical
B007	Data
B008	Storage
B010	Mechanical