



VALPARAISO

UNIVERSITY

SCHOOL OF LAW

# BULLETIN

## 2012-2013

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Valparaiso University provides equality of opportunity to its applicants for admission, enrolled students, graduates, and employees. The University does not discriminate with respect to hiring, continuation of employment, promotion, and tenure, other employment practices, applications for admission, or career services and placement on the basis of race, color, gender, age, disability, national origin or ancestry, sexual orientation, or (as qualified herein) religion. An institution committed to its Lutheran tradition, the University reserves its right to promote the teaching of the church and to exercise preferences in admissions and employment-related practices in favor of Lutherans.

## CHANGES IN BULLETIN SINCE 2011-2012

### **Faculty Changes:**

Professor Alan White left following Summer 2012

#### New faculty:

Elizabeth Bezak, Adjunct Professor (Pretrial Skills)

R. Jesse Bowman, Spring 2012 (Asst. Professor of Law Librarianship and Digital Services Librarian)

Professor David Cleveland, Fall 2012 (Legal Writing)

Professor Geoffrey Heeren, Fall 2012 (Immigration Clinic)

Professor Emily Janoski-Haehlen Fall 2012 (Associate Dean of Library Services)

Professor Robert Knowles, Fall 2012 (Civil Procedure and Administrative Law)

Lee Lane, Adjunct Professor (Drafting: Real Estate)

Vilius Lapas, Adjunct Professor (Moot Court Society)

Ana Osan, Adjunct Professor (Juvenile Clinic)

Amy Pardieck, Adjunct Professor (Mock Trial Competition)

### **Faculty Sabbaticals and Leaves 2012-2013:**

Professor Zachary Calo – Fall 2012

Professor Laura Dooley – Fall 2012 and Spring 2013

Professor Marcia Gienapp – Spring 2013

Professor JoEllen Lind – Spring 2013

Professor Alan Morrisson – Spring 2013

### **Staff Additions and Changes:**

Deondra Devitt, Director of Human Resources

Julie Foster, Director of International and Pipeline Programs

Jeri Pat Gabbert, Senior Major Gifts Officer

Lorrie Hodge, Assistant Administrator, Dean's Office

Victoria Ryan, Senior Director of Career Planning

Jon Sanders, Director of Technology

### **Curriculum:**

New courses: Law-301-D 3L Seminar: Money Management for Lawyers & Clients (Fall 2012, Prof. Wright); Law-301-HA Honors 3L Seminar: Selected Topics in American Legal Policy (Fall 2012, Prof. Lind); Law-402-A UCC: Sales (Fall 2012, Dean Adams); Law-477-A Food Law (Fall 2012, Prof. Negowetti); Law-662-F Immigration Clinic (Fall & Spring, Prof. Heeren); Law-590-C Intro to European Union Law and European Economic Governance (Week before Fall classes begin, Prof. Annicchino).

### **Existing Course Changes:**

All letter-graded skills courses (including pretrial skills, drafting courses, advanced legal research, advanced appellate advocacy, trial practice I and II, and all clinics) are exempt from the 3L option to elect to take these classes as pass/fail courses. When these courses are letter-graded and offered as electives, 3L students will not be allowed to convert them to pass/fail courses.

Law-465 Trademarks, Unfair Competition, and Business Torts is now a 3 credit course.

**Other:** Law-203 Business Associations - The use of student laptops and electronic devices is prohibited in all sections of this course.

# TABLE OF CONTENTS

Mission and History .....	7
Academic Calendar .....	8
Deans, Faculty, Librarians & Administration .....	9
<b>Degree Programs.....</b>	<b>16</b>
Juris Doctor .....	16
Master of Laws Degree (LL.M.).....	16
Doctor of Juridical Science (S.J.D.).....	16
J.D./M.A. Dual Degree .....	16
J.D./M.A.C.S. Dual Degree .....	17
J.D./M.A.L.S. Dual Degree .....	17
J.D./M.B.A. Dual Degree .....	17
J.D./M.S. Dual Degrees .....	18
<b>Technical Standards for Law School Admissions .....</b>	<b>18</b>
<b>Essential Eligibility Requirements for the Practice of Law .....</b>	<b>18</b>
<b>Course of Study for J.D.....</b>	<b>19</b>
First-Year Curriculum.....	19
Legal Writing and Research .....	20
Ethics .....	20
Perspectives .....	21
Clinical Law Program.....	21
Current Representation.....	21
Externships .....	21
Practicum Component.....	22
Credit Cap/No Classroom Component.....	22
Pro Bono Requirement.....	22
Professionalism Education Requirement .....	23
Academic Success Program .....	24
<b>Academic Program Information.....</b>	<b>24</b>
Registration Procedures.....	24
Responsibility Assumed by Registration .....	24
Change of Classes: Drop/Add/Withdrawal .....	24
Attendance Policy .....	25
A.B.A. Work Rule.....	25
Class Cancellations Due to Weather .....	25
Course Load .....	25
Course Work at Other Approved Law Schools .....	26
Summer Session on Campus .....	26
Summer Sessions Abroad.....	26
Transcripts .....	26
Undergraduate/Graduate Course Work at Valparaiso University.....	26
Independent Study .....	27
Auditing of Courses .....	27
Residency Requirements.....	28
Accelerated J.D. Program.....	28
Honors Program.....	28
Part-Time Program.....	28
Honor Code System.....	29
Examinations .....	29

Exam Procedure & Regulations .....	30
Exam Number System .....	31
Personal Computers and Exams .....	31
Withdrawal/Leave of Absence from the Law School.....	31
<b>Grading System &amp; Quality Points .....</b>	<b>32</b>
Grade Point Averages .....	33
Class Rank .....	33
Honors in Scholarship .....	33
<b>Retention &amp; Probation .....</b>	<b>33</b>
Cumulative GPA Requirement, Full-Time Students.....	34
Cumulative GPA Requirement, Part-Time Students .....	34
Mandatory Academic Support Participation .....	34
Cumulative GPA Requirement, LL.M. Students .....	34
Consequences of Probation .....	34
<b>Petitions &amp; Readmission.....</b>	<b>34</b>
<b>Grade Normalization Ranges .....</b>	<b>35</b>
<b>Graduation Information .....</b>	<b>36</b>
Application for Degree .....	36
Commencement.....	36
Graduation Rate.....	36
<b>Bar Standards and Passage Standards .....</b>	<b>36</b>
<b>Student Consumer Information.....</b>	<b>37</b>
<b>Curricular Offerings .....</b>	<b>38</b>
Required Courses.....	38
Course Availability.....	39
<b>Practice Areas .....</b>	<b>41</b>
<b>Course Descriptions .....</b>	<b>45</b>
First-Year Courses.....	45
Upper-Level Required Courses.....	47
Elective Courses.....	51
Applied Skills Courses .....	62
LL.M. Required Courses .....	64
Externships .....	64
<b>Curriculum Guidelines and Policies.....</b>	<b>64</b>
Seminar Policy.....	64
Independent Reading & Research Policy .....	65
Externship Guidelines (3 or fewer credits) .....	65
<b>Special and Endowed Programs.....</b>	<b>68</b>
<b>Awards and Honors.....</b>	<b>69</b>
<b>Law Library .....</b>	<b>70</b>
Facilities .....	70
Access .....	70
Collection .....	70
Computer & Other Electronic Services .....	71

Staff.....	71
Reference and Instruction.....	71
Circulation and Interlibrary Loan Services.....	72
Publications.....	72
<b>Career Planning Center .....</b>	<b>72</b>
Consultations .....	72
Events and Programs .....	72
Experiential Programs.....	72
Internships .....	72
Pro Bono Administration.....	73
Externships .....	73
Career Planning Center Policies.....	73
<b>Student Activities &amp; Organizations .....</b>	<b>74</b>
<b>Office of Student Relations .....</b>	<b>78</b>
<b>Student Services.....</b>	<b>79</b>
Athletic Recreation Center.....	79
Bulletin Boards.....	79
Dining Services .....	79
Disabled Student Services .....	79
Exam Modifications for International Students.....	80
E-Mail .....	80
Emergencies.....	80
Emergency Student Loan Program .....	80
Faxing .....	80
Finance Office & Student Accounts .....	80
Harre [Student] Union.....	80
Health Center .....	81
Housing .....	81
International Programs .....	81
Lost & Found.....	81
Multicultural Programs .....	81
Notary Public Services.....	81
Office of Alcohol & Drug Education.....	81
Parking Regulations.....	82
Room Reservations in Wesemann Hall .....	82
Sexual Assault Advocacy & Facilitating Education .....	82
Student Counseling & Development Center .....	83
OneCard [Student ID Card] .....	83
Transcripts .....	83
University Book Center .....	83
University Police Department .....	83
Campus Directory/Law Photo Directory .....	83
<b>Financial Information.....</b>	<b>84</b>
Tuition/General Student Fee .....	84
Refunds.....	84
Satisfactory Academic Progress Policy .....	85
Applying for Financial Aid.....	86
Employment Opportunities.....	87
Loan Repayment Assistance Programs .....	87
Awards & Scholarships.....	87
Veteran's Programs .....	87

**Admission Requirements ..... 88**  
**Valparaiso University Law School Honor Code ..... 91**  
**Valparaiso University Sexual Harassment Policy..... 92**  
**Legend: Wesemann Hall & Heritage Hall ..... 93**

## **MISSION AND HISTORY**

The Valparaiso University Law School is dedicated to scholarship, integrity, community and service. Our mission statement reads:

Valparaiso University Law, through its supportive faculty and staff, and its exceptional educational environment, empowers talented individuals to realize their potential and achieve success in their chosen careers. Our graduates are leaders in the profession and their communities, and make a difference to the people they serve.

We transform individuals into well-rounded professionals through an environment rich in faculty-guided learning by doing. Our graduates enter their careers with skills and confidence. They are ready to solve problems and bring value to clients and communities. The Law School is known for five distinctive traits: a personalized manner of teaching, an exceptional legal research and writing program, clinics and experiential education, diversity and a belief that Law is a Calling.

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, a Doctor of Juridical Science degree program and the following dual degree programs; J.D./M.B.A., J.D./M.A.L.S., J.D./M.A. (psychology), J.D./M.S. International Commerce & Policy, J.D./M.S. Sports Administration, and J.D./M.A.C.S (China Study).

**VALPARAISO UNIVERSITY LAW SCHOOL  
ACADEMIC CALENDAR 2012-2013**

**FALL SEMESTER 2012**

Aug. 13-21		Law II & III Online Enrollment/Registration Confirmation
Aug. 15-17, Wed.-Fri.		New student orientation/registration confirmation
Aug. 20, Monday	8:00 a.m.	INSTRUCTION BEGINS
Aug. 21, Tuesday	5:00 p.m.	<b>Deadline</b> - Law II & III Online Enrollment/Registration Confirmation
Aug. 27, Monday	5:00 p.m.	<b>Deadline</b> for Drop/Add
Sept. 3, Monday	5:00 p.m.	<b>CLASSES IN SESSION</b> - Labor Day.
Oct. 1, Monday		<b>Deadline</b> for disability and exam modification documentation
Oct.5-7, Fri.-Mon.		Homecoming
Oct. 5, Friday	1:40 p.m.	1L Practice Exam
Oct. 10, Wednesday		<b>Deadline</b> to submit new externship proposal for Spring 2013
Oct. 15, Monday		<b>Deadline</b> file application for J.D. degree conferred May or Aug. 2013
Oct. 26, Friday	5:00 p.m.	<b>Deadline</b> to withdraw from course with a grade of W
Nov. 15, Thursday	3:40 p.m.	Pro Bono Plenary Session for December 2012 Graduates
Nov. 18, Sunday		THANKSGIVING RECESS BEGINS
Nov. 25, Sunday		THANKSGIVING RECESS ENDS
Nov. 30, Friday		INSTRUCTION ENDS. <b>Deadline</b> to withdraw officially.
Dec. 3, Monday		READING DAY
Dec. 4, Tuesday	8:30 a.m.	FINAL EXAMINATIONS BEGIN
Dec. 9, Sunday	2:30 p.m.	December Graduates -- Commencement -- VU Chapel
Dec. 14, Friday	5:00 p.m.	FINAL EXAMINATIONS END
Dec.10 – Jan. 10, 2013		All law students - Online Spring Enroll/Registration Confirmation
Jan. 9, 2013, Wednesday	12:00 noon	<b>Deadline</b> – Dec. Graduate Grades & 1L Required Course Grades
Jan. 16, 2013, Wednesday	12:00 noon.	<b>Deadline</b> for all other grades

**SPRING SEMESTER 2013** (AALS Meeting, Jan. 4-8 – Confirmed)

Dec. 10, 2012 – Jan. 10		All law students - Online Enrollment/Registration Confirmation
Jan. 9, Wednesday	8:00 a.m.	INSTRUCTION BEGINS
Jan. 9, Wednesday		<b>Deadline</b> - December Graduate Grades & 1L Required Course Grades
Jan. 10, Thursday		<b>Deadline</b> to confirm Enrollment/Registration Confirmation online
Jan. 16, Wednesday	12:00 p.m.	<b>Deadline</b> for all grades
Jan. 16, Wednesday	5:00 p.m.	<b>Deadline</b> for Drop/Add
Jan. 21, Monday	NO CLASSES	Martin Luther King Commemoration
Feb. 8, Friday		<b>Deadline</b> to submit new externship proposal for Summer/Fall 2013
Mar. 1, Friday	5:00 p.m.	<b>Deadline</b> to submit disability/exam modification documentation for special accommodations/modifications
Mar. 3, Sunday		SPRING RECESS BEGINS
Mar. 17, Sunday		SPRING RECESS ENDS
Mar. 27, Wednesday	5:00 p.m.	<b>Deadline</b> to withdraw from course with grade of W
Mar. 29, Friday	NO CLASSES	Good Friday.
Apr. 15, Monday	5:00 p.m.	<b>Deadline</b> to file application for J.D. degree conferred in Dec. 2013
Apr. 18, Thursday	3:40 p.m.	Pro Bono Plenary Session for May and August Graduates
May 1, Wednesday		<b>Monday Class Schedule.</b>
May 2, Thursday		<b>Friday Class Schedule.</b> INSTRUCTION ENDS. <b>Deadline</b> to withdraw officially from VU for Spring
May 3, Friday		READING DAY
May 6, Monday	8:30 a.m.	FINAL EXAMINATIONS BEGIN
May 16, Thursday	5:00 p.m.	FINAL EXAMINATIONS END
May 22, Wednesday	12:00 noon	<b>Deadline</b> for grades for May graduates
May 25, Saturday	10:00 a.m.	Commencement -- VU Chapel
June 14, Friday	12:00 noon	<b>Deadline</b> for Spring grades

December 14, 2011



## Deans, Faculty, Librarians

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Jeanene Calabrese  
Pretrial Skills, Trial Practice I

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Trial Practice I

Jeffrey Clymer  
Pretrial Skills

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Nancy Coletti  
Advanced Appellate Advocacy: Criminal

Elizabeth Flores  
Drafting: Juvenile/Child

Jerry Flynn  
Trial Practice I

Brian Gensel  
Trial Practice I

Daniel Gioia  
Medical Malpractice ; Medicine, Law and Ethics

Beth Henning  
Natural Resources

David L. Hollenbeck  
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James Hough  
Medicine, Law and Ethics

Trista Hudson  
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Julienne Landsdown  
Jessup Moot Court

Lee Lane  
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Steven Langer  
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John Phillips  
Law Practice Management

Ljubica Popovic  
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Pretrial Skills

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Judge John Sedia  
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Legal Drafting: Criminal Litigation

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**Undergraduate Offices (all are 219 area code)**

Admissions	464-5011
Book Center	464-5421
Financial Aid	464-5015
Graduate Division	464-5313
Health Center	464-5060
Institutional Advancement	464-5110
International Studies	464-5333
University Police	464-5430
Registrar	464-5212
Student Accounts	464-5101

## 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; 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. 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 full-time course load for LL.M. students is 8 credit hours.

The LL.M. program allows students to choose their own area of concentration. 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. The only required course is Law 700 - Introduction to American Law and Legal Education.

### Doctor of Juridical Science (S.J.D.)

The primary purpose of the S.J.D. program is to provide an opportunity and environment for scholarly research mainly for persons who are either in or are preparing for academic or comparable scholarly legal careers. The program requires at least two semesters of residence, the satisfactory completion of an oral examination, and a dissertation that is an original contribution to the literature of the law. S.J.D. candidates must already hold the LL.M. degree.

### J.D./M.A. (Psychology) Dual Degree

Many aspects of legal practice include a psychological dimension. Professional legal practice includes nuanced interviewing skills, empathy for clients, inference of motivation, prediction of recidivism, modification of behavior, and consumption of psychological reports and expert testimony.

In spring 1999, the law school faculty approved a new J.D./M.A. dual degree program. The four-year program (108 hours--84 law & 24 psychology) provides traditional legal training, exposure to psychological theory and methods, and integrative training in the application of psychological foundations to the practice of law. Graduates of the J.D./M.A. program will have a foundational background in psychology. The 30-hour curriculum for the Master of Arts is specifically designed to support and inform the practice of law rather than to prepare for the practice of psychology.

Students may apply a maximum of 6 credit hours from J.D. to the M.A. from the following law courses (completed with grades of B or better): Law-412 Alternative Dispute Resolution, Law-485 Family Law, Law-406 Children and the Law, Law-486 Law and Health Care Process, Law-487 Elder Law, Law-425 Race and the Law, Law-662 Clinic, and Law-245 Pretrial Skills. Graduate courses that will transfer (up to 6 credit hours) towards the J.D. degree are: PSY-602, PSY-620, PSY-630, PSY-640, PSY-662, PSY-691, PSY-693, PSY-694, and PSY-660.

### J.D./M.A. (Clinical Mental Health Counseling) Dual Degree

The J.D./M.A. in Clinical Mental Health Counseling is an extension of the J.D./M.A. (Psychology) program that includes the substantial number of graduate psychology courses and applied experiences required for those interested in eligibility for



licensure as a mental health counselor in Indiana (and most other states). As with the shorter program, two of a select group of law courses can be counted toward the degree and the PSY-700 course is included as a requirement.

Students may apply a maximum of 6 credit hours from J.D. to the M.A.CMHC from the following law courses (completed with grades of B or better): Law-412 Alternative Dispute Resolution, Law-485 Family Law, Law-406 Children and the Law, Law-486 Law and Health Care Process, Law-487 Elder Law, Law-425 Race and the Law, Law-662 Clinic, and Law-245 Pretrial Skills. Graduate courses that will transfer (up to 6 credit hours) towards the J.D. degree are: PSY-602, PSY-620, PSY-630, PSY-640, PSY-662, PSY-691, PSY-693, PSY-694, PSY-660, and PSY-700/Law-492 Psychology Integrative Project. When registering for the Psychology Integrative Project both PSY-700 and Law-492 must be registered.

### **J.D./M.A.C.S. Dual Degree**

The dual J.D./M.A. in Chinese Studies (M.A.C.S.) program enables law students to meet the growing demand for students with fluency in Chinese combined with conventional degrees and professional experience. The M.A.C.S. program is an innovative program designed to prepare students in any field of undergraduate study who have at least two years of college Chinese language for the opportunities and challenges posed by the emergence of China as a formidable political and economic force on the world stage. The 37-credit graduate program emphasizes developing fluency in Mandarin Chinese language as well as an understanding of Chinese cultures, politics, history, and society. It also provides opportunities for students to grow professionally by enrolling in graduate level coursework in their field of interest. As such, this credential (and associated language skills) will distinguish program graduates among their peers in a relatively short period of time. As part of a summer immersion semester in China, students will engage in intensive language training and cultural experiences. This program requires application to both the Law Admissions and Graduate Admissions offices.

Students may apply a maximum of 6 credit hours from J.D. to the M.A.C.S. from the following law courses: Law-270 Comparative Law, Law-277 Public International Law: Intro, and Law-278 International Law: Use of Force. Graduate courses that will transfer (up to 6 credit hours) towards the J.D. degree are: CHST-590/690, and CHST-686.

### **J.D./M.A.L.S. Dual Degree**

The J.D./M.A.L.S. program enables students in the Law School to take advantage of the wide range of concentrations offered through the M.A.L.S. graduate program. The flexible and individualized nature of the M.A.L.S. program makes the degree an attractive enhancement to the J.D. Students must complete application to and be admitted by both the Law School and the Graduate Office.

Students may apply a maximum of 6 credit hours from Law to the M.A.L.S. from their M.A.L.S. coursework. Graduate courses that will transfer (up to 6 credit hours) towards the J.D. degree are: LS-650 Seminar in Religion, Culture and Value, LS-610 Seminar in Humanities, LS-620 Seminar in Social Sciences, LS-630 Seminar in the Natural Sciences, LS-640 Seminar in the Fine Arts.

### **J.D./M.B.A. Dual Degree**

The dual J.D./M.B.A. program offers students the opportunity to pursue both degrees simultaneously. Credit sharing between the two programs allows most students to complete the dual degree curriculum within four years. The curriculum credit loads per year once you have started law school are, generally, as follows: year one - 100% law school; year two - 60% law school and 40% business; year three - 40% law school and 60% business; year four - 60% law school and 40% business. Admission to the J.D./M.B.A. requires taking both the LSAT and the GMAT. J.D./M.B.A. students enrolled in a mixed course load (i.e., in both Law and M.B.A. courses) will pay the lesser of either the per credit hour rate for the number of credits taken that semester in each program, or the full-time J.D. tuition rate for that same semester. Specifically, the tuition for a student taking a mixed course load will not exceed the one semester full-time J.D. tuition rate. The Summer session rate is the Law per credit rate for Law classes and MBA per credit rate for MBA classes. Students enrolled in the J.D./M.B.A. program pay the graduate general fee while enrolled solely in the M.B.A. program. Once beginning law school, students pay the general fee of the Law School until they have completed their law program.

M.B.A. courses that count as electives for the J.D. degree are: MBA-610 Accounting Information for Decision Analysis, MBA-620 Financial Analysis, MBA-710 Taxes and Decision Making, MBA-714 Current Events and Business Reporting Issues, MBA-720 Investment Management, MBA-721 Advanced Financial Management, MBA-730 Brand Management, MBA-741 Global Supply Chain Management, MBA-753 Business Ethics for Values-Based Leaders, MBA-760 Management Best Sellers, MBA-790 Special Topics, MBA-791 Field Projects, and MBA-795 Independent Study.

Law courses that will count as electives for the M.B.A. are: Law-203 Business Associations, Law-448 Environmental Law, Law-409 Labor Arbitration, Law-410 International Business Transactions, Law-416 Non-profit Organizations, Law-440 Regulation of

Industry, Law-443 Antitrust Law, Law-444 Workers' Compensation Law, Law-445 Labor Law, Law-446 Employment Law, Law- 448 Environmental Law, Law-489 Employee Health Plans: ERISA & HIPAA, Law-504 Mergers and Acquisitions, and Law-505 Income Taxation of Corporations and Partnerships.

J.D./M.B.A. students may take no more than 15 credits per semester (fall and spring) while enrolled in the M.B.A. program only and no more than 18 credits per semester (fall and spring) once beginning law school. Students enrolled in summer sessions may take no more than 14 credits, only 7 of which may be law credits.

### **J.D./M.S. International Commerce and Policy**

The dual J.D./M.S. in International Commerce and Policy program enables law students to broaden their understanding of international business, policy, and economics while pursuing their J.D. degree. Students can draw elective course work from business, political science, economics, law, and foreign language courses. Law students may apply 6 credits of coursework taken in the Graduate Division toward their J.D. degree, and 6 credits of specified law coursework may be applied toward the Master of Science in International Commerce & Policy.

Law courses that will count as electives for the J.D./M.S.I.C.P. program are: Law-270 Comparative Law, Law-280 Law and Economics, Law-410 International Business Transactions, Law-277 Public International Law: Intro, Law-278 International Law: Use of Force, and approved externships 2-3 credit hours. M.S. courses that will count up to 6 credit hours as electives towards the J.D. degree are ECON-626 International Trade, and ICP-662 International Competitiveness, Politics and Policies.

### **J.D./M.S. Sports Administration**

The dual J.D./M.S. in Sports Administration provides law students with the opportunity to enhance their understanding of management of sports programs, personnel, and facilities. The 35-credit program capitalizes upon the University's NCAA Division I status and may have special interest to J.D. students interested in entertainment law, sports, athletics, or recreation. Law students may apply 6 credits of course work taken in the Graduate Division toward their J.D. degree, and 6 credits of specified law course work may be applied toward the Master of Science in Sports Administration.

Law courses that will count as electives for the J.D./M.S.S.A are: Law-100 Contracts, Law-236-G Drafting: Intellectual Property, Law-409 Labor Arbitration, Law-437 Intellectual Property, Law-438 Entertainment Law, Law-443 Antitrust Law, Law-445 Labor Law, and Law-446 Employment Law. M.S. courses that will count up to 6 credit hours as electives towards the J.D. degree are: one course from LS-555 Ethics in Business, LS-655 Professional Ethics, and PE-625 Sports Ethics; and one course from PE-610 Psychology of Sport, PE-630 Sport and Society, and PE-670 Sport and the Law,.

## **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.
- IV. 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 Accommodations Committee, through its intake officer, Director of Student Relations Joseph Baruffi, 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, Criminal Law, Civil Procedure, Legal Writing, Legal Research I and II, Constitutional Law I, Property, and Torts. 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

100 Contracts	Cr. 4
110 Criminal Law	Cr. 3
120 Civil Procedure	Cr. 5
130 Legal Writing	Cr. 2
131 Legal Research I	Cr. 1
315S1 Professionalism Education Requirement	Cr. 0
Total Credits: .....	Cr. 15

#### Spring Semester

150 Constitutional Law I	Cr. 3
160 Property	Cr. 5
170 Torts	Cr. 4
180 Legal Writing, Appellate Advocacy	Cr. 2
181 Legal Research II	Cr. 1
315S2 Professionalism Education Requirement	Cr. 0
Total Credits: .....	Cr. 15

### **Part-Time First-Year Curriculum**

#### 2011 Fall Semester

120 Civil Procedure	Cr. 5
130 Legal Writing	Cr. 2
131 Legal Research I	Cr. 1
315S1 Professionalism Education Requirement	Cr. 0
Total Credits .....	Cr. 8

#### 2012 Spring Semester

160 Property	Cr. 5
180 Legal Writing, Appellate Advocacy	Cr. 2
181 Legal Research II	Cr. 1
315S2 Professionalism Education Requirement	Cr. 2
Total Credits.....	Cr. 8

#### 2012 Fall Semester

100 Contracts	Cr. 4
110 Criminal Law	Cr. 3
315S3 Professionalism Education Requirement	Cr. 0
Total Credits .....	Cr. 7

#### 2013 Spring Semester

150 Constitutional Law I	Cr. 3
170 Torts	Cr. 4
315S4 Professionalism Education Requirement	Cr. 0
Total Credits .....	Cr. 7

### **Legal Writing and Research**

The skills of legal research and writing are emphasized and developed through all three years of law study. The emphasis in the first year will be on writing and reasoning skills, with the first semester concentrating on the development of analytical skills and predictive writing. Students also learn basic research skills which are then applied to legal writing assignments. The first-year class is divided into small groups of 10-12 students, which enable the legal writing professors and teaching assistant staff to work closely with each student.

During the second semester, students learn persuasive writing techniques and continue to develop analytical skills, with assignments including trial court memoranda, an appellate brief, and an oral argument based on the appellate brief. Students also learn advanced research techniques including LEXIS and Westlaw, and Internet research.

Second-year students are required to take a two or three-credit course, choosing between a selection of writing and research courses offered both in the fall and spring semesters. These courses focus on advanced writing and research skills and refine the writing skills learned in the first year. Because seating is limited in courses numbered 235 to 245, students are limited to one writing course per year, unless given permission by the Vice Dean.

Each third-year student selects one of a variety of seminar offerings. The seminar requirement is designed to serve a number of different functions: 1) promotes interaction among students who often carry a significant amount of the responsibility for leading the course; 2) it affords the opportunity to work closely with a faculty member in a substantive area of interest to the students; 3) it provides an avenue for students to demonstrate at the end of their legal education the fruits of their work in the area of legal writing and research through the completion of a substantial piece of writing; and 4) it offers intensive analyses of relatively narrow areas of the law to supplement the more general education provided by the remainder of the curriculum. The offerings vary from year to year, reflecting current topics of interest to each professor.

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 Judge Externship, by current representation, through independent research and, in conjunction with other students, through the Law Review, Moot Court Society, and competitions.

### **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 shall also complete all requirements of the professionalism program.

### **Perspectives**

Building on the introduction to the interdisciplinary study of law provided by the first-year required courses, all students take one of thirteen courses, either their second or third year which examine the law and the legal system as a whole. These perspective courses assure that there will be at least one course that invites the student to stand back and observe the process and structure of the legal system itself. The requirement underscores the Law School's commitment to an inquiry into values and its concern that students not view the legal system as unchangeable and untouched by their own ethical and intellectual analyses. A complete list of the perspective courses can be found on page 46.

### **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: Civil Law, Juvenile Law, Domestic Violence, Civil Mediation, Criminal Law, Sports Law, Tax Law, Post Conviction, 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 2-3 cr. hrs. See Law 725-846 in the Externship Course Descriptions on the website or contact the Director of Experiential Education in the Career Planning Center with any questions about the program. Open positions are posted in the Strategy 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 Equal Employment Opportunity Commission. 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 Strategy) and interview with the field supervisor and/or experiential education 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 more than 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. 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. externship program.

### **Practicum Component**

A 1-2 credit-hour practicum component to existing courses was instituted beginning with the 1998-99 academic year. The practicum is taught by an adjunct in consultation with the faculty member teaching the course. Currently there is a practicum for up to fourteen students as part of the family law course.

### **Cap on Credits for Courses that do not have Classroom Component**

A student may count no more than eighteen (18) 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
- 725-850 Externships (also subject to 9 credit cap that includes participation in clinics)\*
- 667, 677, 678 Law Review (subject to 4 credit cap, 5 credit cap if Board member)
- 675 Legal Writing Assistant (subject to 4 credit cap)
- 680 Moot Court Competition
  - 1. 680-A Client Counseling
  - 2. 680-B Mock Trial Competition
  - 3. 680-C AAJ Competition (formerly known as ATLA)
  - 4. 680-D Jessup Moot Court Competition
  - 5. 690 Moot Court Society

\* Although clinic participation is subject to the 9 credit cap, because the clinics have a classroom component, they do not count toward this 18 credit limitation.

### **Pro Bono Requirement**

In order to graduate from the Valparaiso University Law School, students enrolled in or after Fall of 2009 must complete a minimum of forty (40) hours of pro bono service under the supervision of an attorney. Full-time students must perform the service after completion of their first year and before the last day of classes prior to graduation. Part-time students must perform the service after completion of thirty (30) credit hours and before the last day of classes. Students performing sixty (60) hours of pro bono service will receive "Commendation \_\_\_ hours" entered on their transcript. In addition, all students entering the law school in Fall 2009 and beyond will complete a 2-3 page reflective paper and participate in a Pro Bono Plenary Session. **NOTE:** Students cannot receive compensation (credit or wages) for the hours of service used to satisfy the requirement. First-year law students who have completed their first semester of law studies may receive credit for pro bono work completed and supervised by a full-time faculty member; i.e., New Orleans trip with Professor Carter, to assist with legal clinic matters.

The purpose of the requirement is: to introduce law students to the professional obligation of attorneys, the benefits of public service and the needs of the under-represented in society; to encourage attorneys in this area to fulfill their pro bono obligation and thereby expand legal services to those with limited access to the system; to improve relations between the law school and students and attorney and judges in this community; and to introduce attorneys and judges to our law students, thereby expanding employment opportunities.

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 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 we would expect an attorney or law clerk to perform, i.e., not clerical. 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 IMPORTANT TO GUARD AGAINST THE UNAUTHORIZED PRACTICE OF LAW.

As of July 1, 2009, the following procedure will be implemented for the administration of the Pro Bono Program:

- a) Students are required to register with the Registrar's office for course Law 310. This can be done any time after or during the student's pro bono work.
- b) If the student wishes to obtain pro bono credit by working for a private firm or business other than what has been recommended above, the student must obtain approval for their pro bono employer through the Career Planning Center prior to beginning their pro bono assignment. This can be accomplished by submitting the Pro Bono Site Confirmation form found at <http://www.valpo.edu/law/wp-content/uploads/2012/02/1-CPC-013012-ProBonoSiteConfPDF-1.pdf>.
- c) Students will complete a Pro Bono Student Log that tracks the amount of pro bono hours performed and a detailed description of work performed, along with the work classification (using KEY on form). (For instance, "performed research on traffic infraction case"). Observation hours in court do not count, with the exception of attending court for a case on which a student worked and the hours do not exceed 20% of the total pro bono hours submitted. The Pro Bono Student Log can be found at <http://www.valpo.edu/law/wp-content/uploads/2012/02/1-CPC-013012-ProBonoStudLogPDF-1.pdf>.
- d) Supervising Attorneys will complete a Supervisor's Report on the work performed and will confirm the total hours of pro bono work performed. The Supervisor's Report can be found at <http://www.valpo.edu/law/wp-content/uploads/2012/02/1-CPC-013012-ProBonoSupReportPDF-1.pdf>.
- e) The Pro Bono Student Log and Supervisor's Report will be submitted to the Assistant Registrar's Office, room 214, for processing. The Site Confirmation form should be included in the case of working for a private attorney or corporation.
- f) Students must keep in mind if one is registered for pro bono during the semester and the work is not completed before the last day of classes, the student will receive an "IP – In Progress" on their grade transcript. The "IP" will be removed once the pro bono work is completed and the completed forms are submitted to the Assistant Registrar.

### **Professionalism Education Requirement**

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.

The Office of Student Services has established the 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. No reminders will be sent to students regarding their attendance before the end of each semester. 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.

### **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 first-semester Academic Success program includes the Summer ASP program and the Fall Workshop Series. The Summer ASP program has limited enrollment and requires a separate application be submitted to the Law Admissions office. The Fall Workshop series is open to all students. Both programs provide first-semester 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.

Our Legal Method course assists students in their second-semester of law school. The course is designed for students on academic probation, but is open to second-semester students interested in improving their study and exam-taking strategies and skills.

The Bar Prep Program introduces the bar preparation process so each student can develop realistic expectations and a plan for success. Valparaiso Law offers a variety of workshops dedicated to bar preparation, as well as a third-year course, entitled Advanced Legal Studies, which focuses on bar exam study 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 we 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.

## **Academic Program Information**

### **Registration Procedures**

New first-year students are registered for their fall and spring courses by the Law Registrar during the summer before classes begin. 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 must confirm their enrollment at the Law School. Enrollment confirmation is completed via DataVU, a web-based program. Confirmation of enrollment can be accessed on DataVU approximately one week prior to the first day of classes. Confirmation of enrollment must be completed by 5:00 p.m. on the second day of classes. Failure to verify enrollment on DataVU in a timely manner necessitates a \$40.00 late fee. This process does not pertain to new 1L students for their first semester. New 1L students will confirm their enrollment 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.

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 Vice 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 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 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 either the Law Registrar or the Vice Dean so that instructors can be notified.

### **A.B.A. Work Rule**

Standard 304 (f) of the American Bar Association rules governing educational programs states that 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.

### **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.

### **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.

A second- or third-year student who wants to take more than seventeen (17.0) credit hours must receive the written permission of the Vice Dean prior to registration. The Vice 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 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 Faculty Petitions Committee. (See sections on Attendance in this Bulletin.) Part-time students must take from five (5.0) to eleven (11.0) credit hours during each regular semester and cannot take more than seven (7.0) credit hours in a summer session. (Note that a part-time student may not enroll in a summer session between the first and second year except by express permission of the instructor and the Vice Dean. Forms to request permission are available online at <http://www.valpo.edu/law/wp-content/uploads/pdfs/parttimeadcourse.pdf>. Part-time students may convert to full-time status with the approval of the Vice Dean and completion of the appropriate form found at <http://www.valpo.edu/law/wp-content/uploads/pdfs/statuschange.pdf>.

### **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 Vice Dean. No transfer credit may be used to fulfill courses required for the VU degree unless permission is granted expressly by the Vice 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 Vice 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 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 program is administered by the Law School's Director of International and Pipeline Programs. The Cambridge program usually extends from mid-June to late July. The program begins with the first week in London followed by four to five weeks in Cambridge. The exact dates for this program vary from year to year. In previous years, U.S. Supreme Court Justices Antonin Scalia, Ruth Bader Ginsburg, William F. Rehnquist and Clarence Thomas have participated as faculty members. Application to this program is made to 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. 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 School's Director of International and Pipeline Programs. Application to the program is made to the Law Registrar.

### **Transcripts**

Law School academic transcripts are available at the University Registrar's Office, Kretzmann Hall. A five dollar (\$5.00) fee is charged for each official transcript. No transcript of a student's record is released until the student has met in full all obligations to the University, financial or otherwise. A transcript request form can be found at:

<http://www.valpo.edu/registrar/assets/pdfs/transreq.pdf>. Your signature is required for all transcript requests.

### **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 Faculty Petitions 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 Vice Dean's approval, students can register for 4 credit hours of independent student 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 Vice 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 seminar 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 Vice Dean if space is available and there is no wait list for the course. Students are not permitted to audit course and later take that same course for credit unless the Vice Dean gives them advance permission to do so based on special circumstances. Registration for audit requires completion of an audit card 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 Vice 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 or better may take 18 hours in semesters where overloads are permissible; otherwise overloads are only available through advance permission of the Vice 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 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 the Honors Program. All Honors Program candidates must interview for the program. The program is limited to 30-35 students per year.

The Honors Program will consist of the following courses/sections:

Third semester	TBA	A required 2L course honors section
After 30 credit hours	TBA	A 3-credit externship or clinic (approved by honors director)
Fifth semester	TBA	Honors Seminar section

Beginning with the entering Class of 2011, Honors Program students must maintain a cumulative GPA of 3.2, measured at the end of each academic year. Summer course work is excluded in determining whether the GPA requirement is satisfied.

### **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 Civil Procedure, Legal Writing, and Legal Research I in the fall semester; Property, Legal Writing, and Legal Research II in the spring semester. The second-year part-time curriculum includes Criminal Law, Contracts, Constitutional Law I, and Torts. 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 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 Vice 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](http://www.valpo.edu/law/registrar).

During the second year of part-time study, a part-time student with a cumulative GPA of 2.250 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 Vice 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](http://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 (includes Fall and Spring grades) may transfer to the full-time program with the approval of the Vice 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 Vice Dean. Part-time students will find the "Change in Status Form" online at [www.valpo.edu/law/academics/registrar](http://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 250 Constitutional Law II, and Law 203 Business Associations before attaining more than 60 credit hours. Also, part-time students must take an advanced writing course after completion of the first-year writing courses and before more than sixty (60.0) 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. It contains a number of canons which are general principles representing objectives toward which every Valparaiso law student should strive. The Code also contains a listing of violations which can subject students to discipline in accordance with the procedures set forth in the Code.

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 nor received 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 is available at the end of this bulletin. Each student is expected to read the Code in full and become familiar with the canons and listing of violations. All notices, complaints or information relating to a possible violation by a law student shall be presented to the Vice Dean for the Law School 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 Vice 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 Vice 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. See the exam schedule at <http://www.valpo.edu/law/wp-content/uploads/pdfs/examchg.pdf> for dates and times of scheduled 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). Scratch sheets (used and not used) should be returned. If you complete your exam prior to the 10-minute warning, the proctor on duty at the exam table in the Atrium will collect your exam. 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 box. **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 Vice 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 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 been in English. For in-class final examinations, one hour 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). **No pagers, cell phones, briefcases, large purses, book bags, electronic devices or headsets are allowed.** 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 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 in the exam room. Extra pens and pencils will be available at the Exam Center table. Unused bluebooks and all used and unused scratch paper 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 in the Registrar's office (at the Exam Center table during the exam period) and 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 label should be affixed to the bluebook cover beneath the handwritten Honor Pledge.

### **HONOR PLEGE: "I have neither given nor received 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 labels and pen(s); everything else should be left out of the exam room. Pagers, cell phones (whether 'on' or 'off'), briefcases, large purses, book bags, electronic devices and headsets are never allowed.

**Leaving The Exam Room During An Examination:** You may leave the exam room only to use the restroom or if you are ill. If you have questions regarding a possible typographical error please see the proctor at the exam table in the Atrium. The proctor will contact your instructor and approach 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. If you become ill during the exam, go immediately to the Exam Center table (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 Vice Dean and Law Registrar know which students have not taken a scheduled exam.)



### **Exam Number System**

To insure 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 an exam number label (or 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 may 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 (Windows-compatible only). Interested students must make application to Karen Koelmeier, Administrator of Academic Services, at least 3 weeks in advance of the start of exams.

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.

### **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 Vice Dean and the Assistant Dean for Students. The University 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 subject 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 Vice 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 Vice 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

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

Grade Quality	Pts.				
A	=	4.0	A	=	Excellent
A-	=	3.7	B	=	Good
B+	=	3.3	C	=	Average
B	=	3.0	D	=	Poor
B-	=	2.7	F	=	Failure
C+	=	2.3	I	=	Incomplete
C	=	2.0	IP	=	In Progress
C-	=	1.7	S	=	Satisfactory
D+	=	1.3	U	=	Unsatisfactory
D	=	1.0	W	=	Authorized Withdrawal
D-	=	0.7	AW	=	Administrative Withdrawal
*F	=	0.0			

\*\* Course Honors

\*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 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. This policy shall not be applicable to the student who has failed the first semester of a required two-semester continuing course if such student received a passing grade in the second semester, i.e., Law 150 Constitutional Law I and Law 250 Constitutional Law II.

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.

**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.

Additionally, third-year full-time students have the option of taking one elective course per semester, for a combined total of not more than six (6.0) credit hours for the year, for a grade of S or U in courses offered which are otherwise graded by letter grade.

Part-time students may exercise this option after the completion of sixty (60.0) credit hours provided the option is sought for no more than one course per semester and for no more than six (6.0) credit hours in total. The S/U option is not available for



students enrolled in a dual degree program. This option must be exercised through the Registrar's office at the time of registration and may not be changed after the deadline for drop/add. Students who exercise the S/U option for an otherwise letter-graded course are not permitted to know their actual test or course work grade which, if C or above, is translated into an S, or if C- or below, is translated into a U when grades are recorded officially. Faculty members do not know which students have opted to take a letter graded course as S/U (pass/fail).

All letter-graded skills courses (including pretrial skills, drafting courses, advanced legal research, advanced appellate advocacy, trial practice I and II, and all clinics) are exempt from the 3L option to elect to take these classes as pass/fail courses. When these courses are letter-graded and offered as electives, 3L students will not be allowed to convert them to pass/fail courses.

A third-year student already enrolled in more than 3 hours of S/U courses (i.e. Externships, Law Review, Current Representation, Trial Practice II, and Moot Court Competition) in any semester may not exercise the S/U option for any graded course. Further, any students enrolled in Law 490 Independent Reading and Research under S/U, or registered for more than 3 credits of Externship are precluded from exercising the S/U option during the same semester.

**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 carries no credit.

### **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 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.

### **Cumulative Grade Point Average Requirement, Full-Time Students**

Full-time students will be dismissed due to academic deficiency as follows:

- after first semester below 1.30
- after second semester below 1.85
- after third semester and each subsequent semester below 2.00

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**

Part-time students will be dismissed due to academic deficiency as follows:

- after 15 hours attempted below 1.30
- after 30 hours attempted below 1.85
- after 45 hours attempted below 2.00

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**

Any first-year student (full or part-time) who attains lower than a 2.00 GPA for his or her fall semester will add the course Law 182, Legal Method and drop Law 150 Constitutional Law I for the Spring semester. The ASP Director will conduct the course.

### **Cumulative Grade Point Average Requirement, LL.M. Students**

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.

### **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 Vice 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 Readmission Committee. A student who is dismissed from the 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 standard. The Petitions and Readmission Committee consists of four members (three faculty members and one student).

### **Petitions for Readmission**

Petitioners for readmission may not seek an independent interview with members of the Petitions and Readmissions Committee on matters associated with a pending petition. Those concerned may contact the Office of the Vice Dean for advice and counsel about the petitioning process. The petition for readmission shall include a statement of **extraordinary and compelling circumstances** which caused the petitioner's failure to meet the academic standards of the Law School while enrolled and shall also include such other matters as the Committee may require by its rules. 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 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.

A petitioner for readmission whose petition has been denied may request a rehearing in accordance with such rules as the Committee may establish **if there are extraordinary and compelling circumstances that were not known to the petitioner**

**at the time the original petition for readmission was submitted.** Personal appearance in a proceeding on a request for rehearing may be granted by the Committee in its discretion.

A petition for readmission or a petition for rehearing shall be addressed to the Committee but shall be submitted to the Law Registrar, with a copy to the Office of the Vice Dean. Committee decisions regarding petitions for readmission and petitions for rehearing shall be final and are not subject to full faculty review.

### **All Other Petitions**

The Committee shall have advisory jurisdiction to the Vice Dean over all petitions for relief from faculty rules other than those over which it has final authority. A petition for any such other purpose shall be addressed to the Committee and submitted to the Law Registrar, with a copy to the Office of the Vice Dean, for transmittal to and consideration by the Committee in accordance with such rules as it may establish.

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 Vice Dean. 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.

## **Grade Normalization Ranges**

Beginning in the Fall Semester of 2006, grades in courses will, except in unusual circumstances as stated herein, fall within the parameters as stated. These norms will be phased in as follows:

- All required, non-exempt first-year courses, Fall 2006;
- Constitutional Law II, Evidence, Business Associations, Fall 2007;
- All other non-exempt courses, Fall 2008.

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 certainly should, because of their special pedagogical needs, be exempted from any “normalized” system.

### **Exempt Courses**

1L Legal Research	Clinic
Seminar	Externships (most graded S/U)
Honors Sections	Independent Reading and Research
ASP Sections	Current Representation

### **Normalization of First-Year Courses**

For all first-year courses, except exempt courses and Legal Writing, the mean grade shall fall between 2.40 and 2.90 and the B range shall constitute from 35% to 55% of all grades.

### **Normalization of Certain Required Second-Year Courses**

For the courses in Constitutional Law II, Evidence, and Business Associations, the mean grade shall fall between 2.50 and 3.00 and the B range shall constitute from 35% to 55% of all grades.

### **Normalization of All Other Courses**

For all other courses, including 1L Legal Writing, the mean grade shall fall between 2.70 and 3.50 and the B range shall constitute from 33% to 67% 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 2.75 to 3.25.

### **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 which appear on a menu of courses which satisfy a requirement, such as the 2L writing requirement or the perspective 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
  - (a) 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) an S or U to a student exercising the S/U option
  - (b) a W, an I or an IP;
- (3) the calculation shall be made to the "final" grades after points for attendance, participation, or other matter have been included.

### **Relief from Normalization**

Finally, there are two devices for deviations from the policy herein. (1) A faculty member who wishes to reclassify her course (including making it exempt) may do so upon a faculty vote upon a recommendation from the Curriculum Committee; however, such request must be acted upon by the faculty by March 1 if it is to have effect the following academic year. The faculty member, of course, must state the reasons for the reclassification. (2) After the evaluation of student work in a given course is completed, the faculty member may request the Vice Dean for permission for slight deviation from any of the normalization standards for "unusual circumstances."

## **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 on a form provided for this purpose by the Registrar's office 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 on a form provided for this purpose by the Registrar's office 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, Vice Dean, and the Law Registrar. Degrees are not conferred in absentia except by special permission from the Vice Dean.

The annual Spring Commencement, is usually the Saturday before the third Sunday 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 2009 (Class of 2012), seven (7) 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](http://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 Registrar and Vice Dean 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.

## Curricular Offerings

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

210 Evidence	Cr. 3	First Semester
250 Constitutional Law II	Cr. 3	First Semester
220 Legal Profession	Cr. 2	Either Semester
203 Business Associations	Cr. 4	Either Semester
Writing requirement	Cr. 2 or 3	Either Semester (No more than 1 drafting course)
315S3 and 315S4 Professionalism	Cr. 0	Both Semesters (Beginning with Fall 2012 entering class)

### Required Courses: Third-Year Studies

Fall or Spring Semester

300 or 301 Seminar	Cr. 2	
315S5 and 315S6 Professionalism	Cr. 0	Both Semesters (Beginning with Fall 2012 entering class)

### Required Courses: Second- and Third-Year Studies

Students are required to take at least one course from each of the following areas during their second or third year.

### Pro Bono Requirement

310 Pro Bono Requirement	Cr. 0
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### Administrative Law Courses

441 Administrative Law	Cr. 3
448 Environmental Law	Cr. 3 or 4
480 Immigration Law	Cr. 3

### Code Courses

407 UCC: Payment & Credit System	Cr. 3
408 UCC: Secured Transactions	Cr. 3
420 Bankruptcy	Cr. 4
421 Federal Income Tax: Individuals	Cr. 4
429 Consumer Protection Law	Cr. 3

### Property Courses

439 Trusts & Estates	Cr. 3
437 Intellectual Property	Cr. 3
434 Land Use	Cr. 3

### Perspective Courses

260 Legal Process	Cr. 2	225 Race and the Law	Cr. 2
265 American Legal History	Cr. 2	270 Comparative Law: Europe	Cr. 3
271 Comparative Law: Latin America	Cr. 3	277 Public Intl. Law: Intro	Cr. 3
272 Law & Society	Cr. 2	278 Intl. Law: Use of Force	Cr. 3
273 Jurisprudence: Comparative Theology	Cr. 2	279 Intl. Law: Human Rights	Cr. 2
276 A Human Rights: Latin America	Cr. 3	295 Jurisprudence	Cr. 2
280 Law and Economics	Cr. 2 or 3		

### **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)
- 235 Drafting (2L writing)
- 245 Pretrial Skills (2L writing)
- 300 Seminar (required course)
- 301 Seminar (required course)
- 310 Pro Bono Externship (required course)
- 315S Professional Education (required course)
- 421 Federal Income Tax: Individuals
- 439 Trusts and Estates
- 490 Independent Reading & Research
- 492 Law & Psychology Integrative Project (Dual JD/Psych only)
- 493 SJD Independent Research
- 652 Trial Practice I
- 655 Advanced Legal Studies
- 661 Current Representation
- 662 Clinical Program
- 676 Law Review
- 680 Co-Curricular Competitions
- 690 Moot Court Society
- 700 Intro to American Law & Legal System (LLM required)
- 725-850 Externships

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

- 441 Administrative Law
- 240 Adv. Appellate Advocacy – Moot Court
- 242 Adv. Appellate Advocacy - Criminal (2L writing)
- 243 Advanced Legal Research (2L writing)
- 412 Alternative Dispute Resolution
- 265 American Legal History
- 427 Animal Law
- 443 Antitrust Law
- 431 Art Law
- 420 Bankruptcy
- 530 Business Planning
- 406 Children and the Law
- 429 Consumer Protection Law
- 442 Civil Rights Legislation & Litigation
- 270 Comparative Law: Focus on Europe
- 470 Complex Federal Litigation
- 250 Constitutional Law II (required course)
- 468 Criminal Procedure: Adjudication
- 467 Criminal Procedure: Investigation
- 510 Criminal Forensics
- 487 Elder Law
- 438 Entertainment Law
- 448 Environmental Law & Policy
- 531 Estate Planning
- 210 Evidence (required course)
- 485 Family Law
- 513 Federal Estate & Gift Tax
- 432 Federal Tax Research

520 Federal Tax Procedure  
477 Food Law  
486 Health Care Process  
480 Immigration Law  
505 Income Tax: Corporations and Partnerships  
405 Indiana Con. Law  
437 Intellectual Property  
    277 Public International Law: Intro  
278 International Law: Use of Force  
279 Intl. Law: Human Rights  
295 Jurisprudence  
409 Labor Arbitration  
433 Land Transfer and Finance  
280 Law and Economics  
400 Law Practice Management  
235 Legal Drafting (2L writing)  
260 Legal Process  
414 Medical Malpractice Law  
430 Medicine, Law & Ethics  
504 Mergers and Acquisitions  
435 Natural Resources  
506/507 Negotiation/Mediation  
471 Remedies  
424 Social Security Disability  
418 Sports Law  
465 Trademarks, Unfair Competition, and Business Torts  
653 Trial Practice II  
407 UCC: Payment and Credit Systems  
408 UCC: Secured Transactions

**The following courses are normally offered either Fall or Spring semester in alternate years:**

241 Adv. Appellate Advocacy: Civil (2L writing)  
450 Advanced Patent Law  
270 Comparative Law: Europe  
271 Comparative Law: Latin America  
466 Conflict of Laws  
404 Corporate Finance  
410 Intl. Business Transactions  
422 Education Law  
446 Employment Law  
508 Federal Criminal Practice & Procedure  
505 Federal Income Tax: Corporations and Partnerships  
415 Insurance Law  
495 International Environmental Law  
445 Labor Law  
434 Land Use  
272 Law & Society  
481 Local Government Law  
436 Media Law  
423 Municipal Finance Law  
416 Non-profit Organizations  
417 Products Liability  
225 Race and the Law  
440 Regulation of Industry  
444 Workers' Compensation Law



## Practice Areas

The curriculum offers related courses in various subject matters. The following are courses available from year to year (some depending upon demand and faculty resources) in different areas of practice. In all cases, other activities that support the area should be considered; i.e. externships, competitions, seminars, etc.

### **Alternative Dispute Resolution:**

412 Alternative Dispute Resolution  
506 Negotiation  
507 Mediation  
245 Pretrial Skills  
409 Labor Arbitration  
662 Mediation Clinic

### **Business Law:**

235 Legal Drafting  
203 Business Associations  
421 Federal Income Tax: Individuals  
530 Business Planning  
404 Corporate Finance  
408 UCC II: Secured Transactions  
407 UCC: Payment & Credit Systems  
410 International Business Transactions  
415 Insurance Law  
418 Sports Law  
420 Bankruptcy  
428 Introduction to Qualified Retirement Plans (Pensions)  
435 Natural Resources: The Law of Water and Energy  
440 Regulation of Industry  
443 Antitrust Law  
513 Federal Estate & Gift Tax  
437 Intellectual Property  
438 Entertainment Law  
441 Administrative Law  
443 Antitrust Law  
444 Worker's Compensation  
445 Labor Law  
446 Employment Law  
465 Trademarks, Unfair Competition, and Business Torts  
504 Mergers & Acquisitions  
505 Federal Income Tax: Corporations & Partnerships  
519 Securities Regulation  
525 Corporate Reorganization Taxation  
663-G Tax Clinic

### **Child/Family Law:**

245 Pretrial Skills  
406 Children and the Law  
485 Family Law  
485-P Family Law Practicum  
652 Trial Practice  
412 Alternative Dispute Resolution  
487 Elder Law  
662-B Juvenile Law Clinic  
662-A Civil Clinic

**Civil Practice:**

100 Contracts  
120 Civil Procedure  
170 Torts  
210 Evidence  
220 Legal Profession  
245 Pretrial Skills  
466 Conflict of Laws  
470 Complex Federal Litigation  
652/653 Trial Practice I/II  
662 Legal Services Clinic  
241 Advanced Appellate Advocacy: Civil  
244 Advanced Appellate Advocacy: General

**Criminal Practice:**

110 Criminal Law  
467 Criminal Procedure: Investigation  
468 Criminal Procedure: Adjudication  
242 Advanced Appellate Advocacy: Criminal  
508 Federal Criminal Practice & Procedure  
510 Criminal Forensics  
652/653 Trial Practice I/II  
662 Criminal Law Clinic

**Elder/Health Law:**

487 Elder Law  
441 Administrative Law  
245 Pretrial Skills  
439 Trusts and Estates  
413 Federal Estate and Gift Taxation  
531 Estate Planning  
414 Medical Malpractice Law  
430 Medicine, Law, & Ethics  
404 Corporate Finance  
424 Social Security Disability  
530 Business Planning

**Employment & Labor Law**

245 Pretrial Skills  
441 Administrative Law  
442 Civil Rights Legislation & Litigation  
444 Workers' Compensation  
445 Labor Law  
446 Employment Law  
409 Labor Arbitration  
506 Negotiation  
507 Mediation

**Entertainment Litigation & Intellectual Property/Technology**

437 Intellectual Property  
438 Entertainment Law  
465 Trademarks, Unfair Competition, and Business Torts  
450 Advanced Patent Law  
436 Media Law  
445 Labor Law  
443 Antitrust Law  
418 Sports Law  
662 Sports Law Clinic

**Environmental Law & Policy**

448 Environmental Law & Policy  
440 Regulation of Industry  
435 Natural Resources: The Law of Water and Energy

**International and Comparative Law**

270 Comparative Law  
301 Seminar: International Sports Law  
410 International Business Transactions  
277 Public International Law: Introduction  
466 Conflicts of Law  
278 International Law: Use of Force  
279 International Law: Human Rights  
276 International Law: Human Rights: Latin America  
480 Immigration Law  
590-B Comparative Study: Human Rights & Reconciliation  
590-C Introduction to European Union Law and European Economic Governance  
662 Immigration Clinic

**State & Local Government/Civil Rights**

481 Local Government Law  
434 Land Use  
441 Administrative Law  
405 Indiana Constitutional Law  
442 Civil Rights Legislation  
470 Complex Federal Litigation  
448 Environmental Law  
423 Municipal Law  
416 Non-profit Organizations

**General Practice**

245 Pretrial Skills  
203 Business Associations  
400 Law Practice Management  
407 UCC: Payment and Credit Systems  
408 UCC: Secured Transactions  
421 Federal Income Tax: Individual  
439 Trusts & Estates  
441 Administrative Law  
445 Labor Law  
466 Conflict of Laws  
467 Criminal Procedure: Investigation  
471 Remedies  
481 Local Government  
485 Family Law  
652 Trial Practice I  
653 Trial Practice II  
662 Clinical Program

**Human Rights & Responsibilities**

245 Pretrial Skills  
406 Children and the Law  
441 Administrative Law  
442 Civil Rights Leg. & Lit.  
444 Worker's Compensation Law  
448 Environmental Law  
277 International Law: Introduction

278 International Law: Use of Force  
279 International Law: Human Rights  
276 International Law: Human Rights Latin America  
480 Immigration Law  
481 Local Government  
652/653 Trial Practice I/II

### **Litigation**

241 Advanced Appellate Advocacy: Civil  
242 Advanced Appellate Advocacy: Criminal  
245 Pretrial Skills  
203 Business Associations  
409 Labor Arbitration  
412 Alternative Dispute Res.  
414 Medical Malpractice  
417 Products Liability  
421 Federal Income Tax: Individual  
441 Administrative Law  
442 Civil Rights Legislation & Litigation  
444 Worker's Compensation  
466 Conflict of Laws  
467 Criminal Procedure: Investigation  
468 Criminal Procedure: Adjudication  
470 Complex Federal Litigation  
471 Remedies  
508 Federal Criminal Practice & Procedure  
652/653 Trial Practice I/II  
662 Clinics

### **Taxation**

203 Business Associations  
413 Fed. Estate & Gift Tax  
520 Federal Tax Procedure  
432 Federal Tax Research  
421 Federal Income Tax - Individual  
439 Trust & Estates  
441 Administrative Law  
505 Federal Income Tax: Corporations and Partners  
519 Securities Regulation  
525 Corp. Reorganization Tax  
530 Business Planning  
531 Estate Planning  
652/653 Trial Practice I/II  
662 Tax Clinic

### **Property**

203 Business Associations  
513 Federal Estate & Gift Tax  
421 Federal Income Tax: Individual  
431 Estate Planning  
433 Land Transfer  
434 Land Use  
437 Intellectual Property  
438 Entertainment Law  
439 Trusts & Estates  
441 Administrative Law  
448 Environmental Law  
531 Estate Planning

### **Public Interest Representation**

241 Adv. App. Advocacy: Civil  
245 Pretrial Skills  
203 Business Associations  
406 Children & the Law  
421 Federal Income Tax: Individual  
441 Administrative Law  
442 Civil Rights Legislation & Litigation  
448 Environmental Law  
470 Complex Federal Litigation  
480 Immigration Law  
481 Local Government  
486 Law and Health Care  
487 Elder Law  
416 Non-profit Organizations  
423 Municipal Law  
652/653 Trial Practice I/II  
662 Clinical Program

## **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.

The numbering system is as follows:

- Required 1L courses are numbered 100-199;
- Required 2L courses are numbered 200-250;
- Required 2L or 3L courses are numbered 260-295;
- Required 3L courses (300, and 301) and graduation required courses (310, and 315) are numbered 300-349;
- Elective courses are numbered 400- 599 and courses number 500-599 have prerequisites;
- Miscellaneous/Clinical/Co-Curricular courses are numbered 600-699;
- Required LL.M. courses are numbered 700-710.
- Required Honors Program courses have a section that begins with the letter “H”, (i.e., Law 250 HA)
- Externships are numbered 725-799 and 825-899 (inclusive).
- Online courses have an “OL” section, (i.e., Law 439 OL).

### **First-Year Courses**

#### **100. Contracts. Cr. 4**

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. Cr. 3**

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. Cr. 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 & Reasoning. Cr. 2**

This course focuses on legal analysis, manual legal research, objective writing skills, and the role of the attorney as counselor. Students learn these skills by doing in-class exercises, and by writing objective documents such as case briefs, case analyses, closed and open research memorandums, and opinion letters. Students apply their newly acquired research skills in writing an office memorandum. Client interviewing and counseling skills may also be introduced.

**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. Topics include sources of law and types of authority, case law, statutes, administrative regulations, secondary sources, and authority verification. Students will develop research skills through written assignments using the sources and tools.

**150. Constitutional Law I. Cr. 3**

Scope of the legislative power of Congress; relations between the federal government and the states, including limitations on the states' ability to regulate economic matters; fourteenth amendment - due process and equal protection - limitations on the states.

**160. Property. Cr. 5**

Personal property: possessory interests, acquisition of ownership, finding, bailment. Real property: general introduction, types of estates in land, Statutes of Uses and its effects, easements and profits, covenants running with the land, licenses, adverse possession, conveyancing, and zoning.

**170. Torts. Cr. 4**

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.

**180. Legal Writing, Reasoning & Appellate Advocacy. Cr. 2**

This course focuses on persuasive writing and the role of the attorney as advocate. Manual and computer legal research skills are strengthened by applying them to several written assignments. Students strengthen legal analysis skills and learn persuasive writing techniques through assignments that may include closed and open research trial briefs, an appellate brief, pleadings, and a case comment. In addition, students learn oral advocacy techniques and present an oral argument on the appellate brief. Students are also exposed to advocacy skills such as negotiation and alternative dispute resolution.

**181. Legal Research II. Cr. 1 (spring)**

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

**182. Legal Method. Cr. 1 (spring 1L course)**

This is a skills-based course designed to help students learn how to learn in law school. The course will focus on reasoning and writing skills and study strategies. The course will meet twice per week for the first four weeks (once per week thereafter) so that skills learned in early sessions can be implemented in their other substantive courses. Students who successfully complete this course will be able to read cases more effectively and prepare thorough case briefs; they will be able to better plan and manage their time, take better notes, and study more effectively; they will be able to create effective course outlines, and better plan and write well-reasoned exam answers.

## **Upper-Level Required Courses**

**203. Business Associations. Cr. 4** *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. Other topics relating to closely held corporations and selected federal securities law issues are included. The course also addresses the control and management of publicly held corporations, including struggles for control and the relevant federal securities regulations governing take-over bids and proxy solicitation. A significant portion of the course concentrates on shareholder litigation and the duties of officers, directors, and others. Prerequisite: Law 100 Contracts. This course is a prerequisite to Law 504 Mergers and Acquisitions and to Law 530 Business Planning.

### **210. Evidence. Cr. 3**

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.

### **250. Constitutional Law II. Cr. 3**

Scope of the judicial power under Article III. First Amendment freedom of expression, association and the press; religion clauses - establishment and free exercise.

**One of the following courses is required to fulfill the advanced writing requirement in the second year. No more than one writing course per year allowed.**

### **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.

#### **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, trial papers, and/or post-trial motions.

### **240. Advanced Appellate Advocacy – Moot Court. Cr. 2**

This course is required for all Moot Court Society students. Enrollment is limited.

### **241. Advanced Appellate Advocacy- Civil. Cr. 2**

This course offers an opportunity to sharpen practical skills that are essential to effective appellate practice: the relationship between legal theory and the facts of a case, preservation of issues for appeal, artful selection of the most important issues to present for appellate review, the characterization of those issues in an "appealing" way, and the framing of an argument. Enrollment is limited.

### **242. Advanced Appellate Advocacy- Criminal. Cr. 2**

This course offers an opportunity to sharpen academic and practical skills that are essential to effective appellate advocacy. Students will read transcripts from actual cases, identify and develop issues, prepare arguments and briefs, simulate client visits, and conduct mock arguments. Students will have the opportunity to view oral arguments in several courts. Enrollment is limited.

### **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.

### **244. Advanced Appellate Advocacy: General. Cr. 2**

The purpose of this course is to give students an opportunity to develop effective appellate advocacy skills applicable to both civil and criminal law. Students will not only learn about how the appellate process works in American law but will also gain valuable practical experience on how to take a case through the appellate system. This will include reading transcripts of actual cases, preparing motions, identifying and developing issues, preparing arguments and briefs, and conducting mock arguments. Students will have the opportunity to learn about judicial clerkships and to visit and observe arguments in a variety of courts in surrounding jurisdictions.

### **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.



**One of the following thirteen (13) courses is required to fulfill the perspective requirement in the second or third year:**

**225. Race and the Law. Cr. 2**

This course examines an interesting mix of law, social science and politics in the context of race. The mix inevitably challenges students to look at the law from a variety of perspectives and to consider their analysis based on a variety of resources such as traditional case law, numerous law review articles and social science studies. The class will also challenge students to look philosophically at the basis of American jurisprudence and analyze important legal issues from a diverse perspective.

**260. Legal Process. Cr. 2**

This course focuses upon ideas about the common law, precedent and stare decisis, decision-making theory, and institutional competence within the legal system. It includes a review of the development of modern American adjudication, and the adversarial system.

**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. 2**

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 Fundacion 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. 3**

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. Cr. 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.

**One of the following two courses is required to fulfill the third-year seminar requirement:**

**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 Seminar 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 Seminar requirement. Check registration materials for prerequisites.

**The following course is required to fulfill the Pro Bono requirement:**

**310. Pro Bono Externship. Cr. 0**

S/U grade. A minimum of 40 hours of law-related community service is required to be completed and is administered by the Career Planning Center (see separate section on Pro Bono). Notation of commendation appears on the academic transcript of students completing more than 60 hours of Pro Bono service. The Pro Bono requirement can be completed anytime following the completion of 30 credit hours. Registration for the Pro Bono Externship cannot be made retroactively for services already rendered.

**The following courses are required to fulfill the Professional Education 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.

**Elective Courses**

**400. Law Practice Management. Cr. 1**

S/U grade. This course will provide third-year law students with a practical overview of the law firm as a professional business entity, and is offered solely on a pass/fail basis. Students will cover fundamental principles relating to the management of the law firm, management of legal work, and management of the individual as a professional person. Lectures by guest speakers will complement the study component of this course, and will provide the student with practical information relating to contemporary law firm management issues facing partners and associates.

**402. UCC: Sales. Cr. 2**

This course is devoted to the law of Sales as governed by Articles Two of the Uniform Commercial Code.

**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. 3**

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.

**411. Debtors' Protection and Creditors' Rights. Cr. 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.

**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.

**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.

**415. Insurance Law. Cr. 2 or 3.**

A study of insurable interest, contract formation, concealment, representation, contract interpretation and coverage, the peril insured against, the amount of recovery, subrogation, defenses, waiver and estoppel, rights of beneficiaries, and types of insurance (property, personal and liability).

**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.

**417. Products Liability. Cr. 2 or 3**

This course examines judicial regulation of the design, manufacture and marketing of products by examining the various causes of action for personal injury or property damage caused by products. These theories of recovery include warranty, misrepresentation, negligence and strict liability in tort, e.g., causation, including intervening acts, contributory negligence, assumption of risk and scope of duty.

**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.

**420. Bankruptcy. Cr. 4**

This course introduces students to federal bankruptcy proceedings. Students will study the current Bankruptcy Act and be introduced to liquidation proceedings under Chapter 7, wage-earner plans under Chapter 13 and corporate reorganizations under Chapter 11. This course is not to be confused with **Law 411. Debtors' Protection & Creditors' Rights (3 cr.)** which

covers similar material devoting substantial time to state debtor-creditor law. Students will not be permitted to take both courses.

**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.

**429. Consumer Protection Law. Cr. 3**

A study of the various sources of law that regulate business-to-consumer sales, lease and credit transactions, including common law and federal and state legislation and regulations. Consumer problems explored will include advertising regulation, deceptive trade practices, credit collection practices, truth in lending and predatory lending, equal credit opportunity, and statutes

regulating particular industries, consumer remedies and assignee liability. Emphasis will be on current issues in consumer law practice, and students will be expected to use Blackboard and the internet extensively.

#### **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.

#### **433. Land Transfer and Finance. Cr. 3**

An application of property concepts to real estate transactions, including an analysis of the roles played by lawyers, brokers, and financing institutions. Basic considerations relevant to the drafting of listing agreements, contracts, mortgages, and other related documentation will be reviewed, together with a discussion of available means of title and quality assurance. The ownership of shared facilities, such as condominiums and cooperatives, will also be reviewed.

#### **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.

**439. 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.

**440. Regulation of Industry. Cr. 2**

This course will analyze the regulatory process, including the justifications for regulation, methods of regulation, the legal constraints on regulation and political concerns inherent in regulation. It will focus on environmental, health and economic regulatory schemes. In the environmental and health regulation portion of the course, students will consider such topics as the Coase theorem, the relationship between tort rules and regulation, market-based incentives and such attempts at regulatory control as cost-benefit analysis and risk regulation. The section on economic regulation will consider such issues as natural monopoly, deregulation and public choice.

**441. Administrative Law. Cr. 3**

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.

**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.

**452. Shakespeare and the Law. Cr. 2**

Students will study several of Shakespeare's classic plays, including Merchant of Venice, Othello, and King Lear, to discern eternal legal themes including justice and the quest for power. Shakespeare's beautiful and complex language offers great insight into the human dramatic narrative that the law represents. The course will also stage the trial in the Merchant of Venice. Students will also bring their oratory skills to bear with oral recitation of selected Shakespearean passages.

**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. Conflict of Laws. Cr. 3**

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 choices of law approaches are considered. Also addressed are the issues of jurisdiction and the recognition and enforcement of judgments.



**467. Criminal Procedure: Investigation. Cr. 3**

This course will focus on the problems that occur during the pre-indictment phase of criminal prosecution with special attention to the constitutional limits on police investigatory practices (i.e., Fourth and Fifth Amendment issues and the ever-changing exclusionary rules). No prerequisite. (Law 467 or 468 is strongly recommended as a second-year course for those students intending to register for the Clinical Program courses in the third year.) Pre- or corequisite to: Prosecutor's Office Externships.

**468. Criminal Procedure: Adjudication. Cr. 3**

Focus will be on the procedural and constitutional problems that come up after the commencement of formal criminal proceedings, including pre-trial proceedings, trial sentencing and post-conviction review at both state and federal levels. (Law 467 or 468 is strongly recommended as a second-year course for those students intending to register for the Clinical Program courses in the third year.)

**470. Complex Federal Litigation. Cr. 3**

An examination of the special problems encountered in litigating complex civil cases, particularly those that involved multi-national contacts. Topics to be covered include: the structure of complex suits in a unitary forum and the joinder of appropriate parties, the problem of duplicative litigation in separate courts, class actions, managing the complex case, finality problems and choice-of-law issues.

**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.

**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. Food Law. Cr. 2**

This is an interdisciplinary course focusing on food law, an area where many important legal concepts intersect in our society. The course draws on property, contract, and tort law, as well as important principles of international, administrative, and constitutional law. The course expands upon these concepts by challenging students to apply basic rules in a complex regulatory area where problem solving requires careful assessment of potential causes of action, administrative authorities, and international implications. Students will analyze issues such as: national and international regulation of food (production, safety, and marketing); food technology and the law (genetic modification of crops and livestock); food production methods (the Farm Bill and National Organic Program); food and public health; and food and consumer rights.

**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.

**485. Family Law. Cr. 3**

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. 2**

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.

**486. Law and Health Care Process. Cr. 2**

A study of the application of law and legal processes to problems and policies relating to health and health care services. Students will read and evaluate traditional legal materials (cases, statutes, etc.) as well as materials drawn from economics, ethics, and the health sciences. Special attention will be paid to issues embedded in access to services, financing the health care system, decision-making (e.g., informed consent, involuntary commitments, bioethical issues in treatment decisions, etc.), distribution and allocation of scarce resources, confidentiality and privacy concerns.

**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 Vice Dean for final approval prior to registration. This course may not be substituted in lieu of the Seminar 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 Vice 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.

**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-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-I International Environmental Law. Cr. 3**

A comprehensive study of the evolution of international environmental law, sources of international environmental law, international legal rules dealing with hazardous activities, international legal rules dealing with species and ecosystems, international legal instruments addressing the global commons, ethics and equity concerns, and trends and innovations in international environmental protection.

**495-R. The Law of eCommerce. Cr. 3 (Fall semester)**

Use of computers and the Internet is radically transforming business practices, and with their transformation has also come the reformation of American commercial law. The purpose of this class is to understand the impact of computer technology on the law governing private transactions in goods, services, and information. Students will learn to become competent to give legal advice to participants in the digital economy. The course includes a business planning component, because students assist a hypothetical small business to go from commerce to "eCommerce," by engaging in the business planning and legal analyses needed to establish the company's web site and online trading activities. Students enrolling in the Law of eCommerce should have taken at least one class in Business Associations, Business Planning, Intellectual Property, Taxation, UCC, or the equivalent and should have access to a computer and the internet.

**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 439 Trusts & Estates.

**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 corporations. Prerequisite: Law 421 Federal Income Tax: Individuals. This course is a prerequisite to: Law 525 Corporate Reorganization Taxation.

**506. Negotiation. Cr. 1 (1st seven weeks - Fall semester)**

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 (2nd seven weeks - Fall semester)**

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.

**508. Federal Criminal Practice and Procedure. Cr. 2**

This course will begin with an introduction to the basis and scope of federal criminal jurisdiction and limitations on federal criminal authority. The remaining weeks will focus on: investigative techniques; disclosure and discovery; grand jury proceedings; mail fraud; RICO; drugs; tax enforcement; money laundering; and criminal civil rights. The course will conclude with a review of state-federal overlaps and concerns. Prerequisite: Law 467 Criminal Procedure: Investigation, or Law 468 Criminal Procedure: Adjudication.

**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, 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 439 Trusts and Estates and Law 421 Federal Income Tax: Individuals. Prerequisite to: Law 531 Estate Planning.

**519. Securities Regulation. Cr. 2 or 3 (depending on the instructor)**

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. 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.

Recommended: Law 421 Federal Income Tax: Individuals, and 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 413 Federal Estate and Gift Taxation and Law 439 Trusts and Estates.

**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.)

**655. Advanced Legal Studies. Cr. 2**

S/U graded. This course is designed to teach upper level analytical thinking and writing for the bar exam and for the practice of law. Students will sharpen skills through a review of selected topics within major multistate bar exam subjects. Through the use of problems and exercises in a bar exam format, students will become familiar with techniques for answering multiple choice questions from the MBE (Multistate Bar Exam), MPT (Multistate Performance Test), as well as analyzing, organizing, and writing essay questions. This course is restricted to third-year law students and should be taken in the final 3L semester.

Note: this course is not a substitute for any commercial bar prep course such as BarBri or Kaplan.

**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.

### **Applied Skills 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 nine clinic programs. Interns receive a limited license to practice law from the Supreme Court of Indiana. Interns receive 2-3 credits per semester for work in the clinic.

Students may also enroll in an extern program (Law 725-832). 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.

### **662. Clinic Internship. (Must register for two (2) semesters beginning in the fall.)**

#### **662-A. Civil Law Clinic - Porter County. Cr. 2.**

Students work on general civil matters such as landlord-tenant, small claims, consumer and debt collection defense. In addition, students represent clients in all areas of family law including adoption, guardianship, divorce, and child support. Pre- or Corequisites: Law 220 Legal Profession. Recommended: Law 652 Trial Practice I, 653 Trial Practice II. (Limited enrollment.)

#### **662-B. Juvenile Law Clinic. Cr. 2.**

The clinic involves training and practice in representing children in delinquency cases. Case types vary and students will regularly represent children who are charged as delinquents based upon allegations that would constitute both felonies and misdemeanors if committed by adults. Students will also represent children charged with status offenses such as truancy. Students may also represent children as court appointed Guardians ad Litem in paternity, adoption, and guardianship cases. This best interest representation requires the student to gather information about the child, the child's family and the child's circumstances and to prepare written findings and recommendations to the court concerning the relevant issues. Students will practice in Lake Superior Court, Juvenile Division. Students must interview with the instructor prior to enrollment. **Pre-req or co-req:** Law 220 Legal Profession.

#### **662-C. Civil Mediation Clinic. Cr. 2**

Students engage in mediation training for six weeks prior to mediating cases in small claims courts in Porter County. Students must have a flexible schedule. Students must meet with the instructor prior to enrolling. Pre- or Corequisite: 220 Legal Profession. (Limited enrollment.)

#### **662-D. Criminal Law Clinic. Cr. 3**

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-req or co-req:** Law 210 Evidence, Law 220 Legal Profession. **Recommended:** Law 652 Trial Practice I, Law 467 Criminal Procedure: Investigation and Law 468 Criminal Procedure: Adjudication.

#### **662-E. Sports Law Clinic. Cr. 2**

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. Enrollment limited to ten students who have completed at least one-half of their law school education. Students must interview with instructor prior to enrolling. Pre- or Corequisites.: Law 418 Sports Law, Law 220 Legal Profession, and Law 245 Pretrial Skills. (Limited enrollment.)

#### **662-F, Immigration Clinic, Cr. 3**

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) a minimum of ten hours of 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: 480, Immigration Law.

#### **662-G. Tax Clinic. Cr. 3**

The Tax Clinic represents low-income taxpayers involved in controversies with the Internal Revenue Service. 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. Cases that are not resolved with the IRS may be litigated before the United States Tax Court. 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. Enrollment limited to ten students. Students must interview with instructor prior to enrolling. Preference will be given to students who enroll for Fall and Spring semesters. Pre-requisite: 421 Federal Income Taxation: Individuals. Pre- or Corequisite: Law 220 Legal Profession and recommend: Law 432 Federal Tax Research, and Law-520-A Federal Tax Procedure. (Limited enrollment)

#### **662-H. Domestic Violence Clinic. Cr. 2**

The Domestic Violence Clinic is a year-long program. Students will have a classroom component of domestic violence law and practice that will explore several types of domestic violence such as homicide and stalking. The class will discuss the domestic violence victims in multidimensional aspects that include ethnicity, sexual orientation and socioeconomic status. An examination of practice will prepare the students for the practicum component of the course. The student attorneys will assist victims of domestic violence who are seeking temporary or permanent restraining orders. Student attorneys will provide advice and represent the victims in court. Students will also provide legal assistance to residents of domestic violence shelters. Students must interview with instructor prior to enrolling. Pre-requisites: Law 220 Legal Profession and Law 245 Pretrial Skills.

#### **Law 662-I. Post Conviction Legal Clinic. Cr. 3**

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 with instructor prior to enrolling. Pre- or co requisite: Law 210 Evidence, Law 220 Legal Profession. Recommended: Law 652 Trial Practice I, Law 467 Criminal Procedure: Investigation, and Law 468 Criminal Procedure: Adjudication.

#### **675. Legal Writing Assistant. Cr. 2**

S/U grade. This course is for the enrollment of teaching assistants to the first year courses, 130 Legal Writing and Reasoning and 180 Legal Writing, Reasoning & Appellate Advocacy. Teaching assistants, chosen by application to the instructors in the courses, receive two credits each semester 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. Pre- or co-requisite: Law 277 Public International Law: Intro.

**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.

**LL.M. Required Courses****700. Introduction to American Law and Legal Education. Cr. 2**

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.

**Externships****725-846. Cr. 2-3**

**(See the Externship Guidelines following this course description section.)**

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. A third-year student enrolled in more than 3 hours of S/U externship in any semester may not exercise the pass/fail (S/U) option for any graded course.

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: Investigation as a pre- or co-requisite. See the Director of Experiential Education 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.

**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. 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.

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 is required for graduation and will count for this purpose only if taken during the 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 seminar requirement. They will be required to fulfill all the requirements of the course, including class attendance. Enrollment in each seminar is limited to a maximum of 16 students; 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.

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 Seminar requirement.

#### **Law 725-846 Externship Guidelines – Three (3) or Fewer Credits**

##### **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 Education as appropriate, and to the Vice Dean. The student must otherwise be in good standing with Valparaiso University School of Law.
- 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 467 Criminal Procedure: Investigation 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 Strategy 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 Education in the CPC. The Strategy 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 Education 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 Education 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 School of Law 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 Education 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 Education 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 Education. 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 Education. 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 Education 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 Education 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 Education. 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 Education, 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 are available from the Director of Experiential Education. Please see Lisa Cannon for these materials and guidance in submitting a new proposal. **Note:** The deadline to propose a new externship for the following summer or fall semester is at least two months prior to the end of semester. The deadline for a new externship proposal for the spring semester is at least two months prior to end of the fall semester. These dates are set to provide ample time for review by the Curriculum Committee and approval by the faculty. The School of Law cannot guarantee any student that their proposal will be approved.

#### **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.

#### **IV. 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*.

### **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.

### **Indiana Supreme Court Lectures**

The Indiana Supreme Court Lecture is an annual lecture at Valparaiso University Law School made possible by the generous support of the Indiana Supreme Court. Established in 1999, The Indiana Supreme Court Lecture is designed to invite distinguished scholars and professionals to speak on a topic of current interest to the profession and the academy. The text of each lecture is published in the *Valparaiso University Law Review*.

The Indiana Supreme Court generally tries to send a representative from the Court to be present at the lecture. The current members of the Court are Chief Justice Randall T. Shepard and Justices Brent E. Dickson, Robert D. Rucker ('76), Steven H. David, and Frank Sullivan, Jr. The Indiana Supreme Court has been a strong friend and supporter of law schools and legal education in the State of Indiana.

### **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.

#### **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.

#### **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.

#### **Federal Bar Association Award:**

The student who receives the highest grade in Law 470 Complex Federal Litigation is presented a monetary award from the Northwest Indiana Chapter of the Federal Bar Association.

#### **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 300 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 and one study room on the main level. These rooms may be reserved in advance.

In addition to a 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 either 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.

When school is in session, the library is open 113 hours per week, from 7:30 a.m. to midnight Monday through Thursday; 7:30 a.m. to 10 p.m. Friday; 8 a.m. to 10 p.m. Saturday; and 11 a.m. to midnight Sunday. Hours vary during summer and holiday periods. The library is open Monday through Thursday until 1:00 a.m. for law students.

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, arranged in open stacks, 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.

A complete run of over 2,600 serials and periodicals, including all the law reviews published by accredited U.S. law schools, is maintained by the Library. 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 nearly 1,000 audiotapes, DVDs and videotapes 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 Christopher Center (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>.

Library materials are protected by a book security system, which sounds an alarm in the circulation area when items which aren't properly checked out are being removed from the library. At that point, the user will be asked to show the Circulation Desk staff that all library materials in his/her possession have been checked out properly.

### **Computer and Other 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, Computer Assisted Legal Instruction (CALI) exercises, email and the world wide web. In addition, students can access LEXIS and WESTLAW, two 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, ProQuest Congressional, Hein Online, 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 [www.valpo.edu/law/lawlibrary/](http://www.valpo.edu/law/lawlibrary/).

### **Staff**

A well-trained staff of service-oriented librarians provides reference and research assistance to law school users and other library patrons. The professional staff includes seven librarians with graduate degrees, four of whom also hold law degrees. They are assisted by six 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 such as circulation desk attendant, shelver and filer.

### **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 65 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 first-year Legal Research program. In addition, the librarians teach Advanced Legal Research, an elective course for second and third year students.

### **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 (which may also be used to borrow circulating materials from the Christopher Center). 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, requesting notification when it is returned) and initiating recalls (on any checked out item that a user requires immediately).

High-demand library materials are often placed "on reserve." Reserve items, including directories, hornbooks, Indiana materials and current-year periodicals, are shelved in the Reserve Room behind the circulation desk. They circulate on a limited basis only: for a period of three hours or overnight after 10:00 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 University 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 (Indiana University-Bloomington, IU-Indianapolis, and Notre Dame) and with Chicago area law libraries. This helps ensure that materials are available when needed for Law Library users.

### **Publications**

THE REPORTER, a newsletter published by the Law Librarians, features legal research guides and updates on library activities. A guide to the services offered by the Library is available on the web site.

## **Career Planning Center**

Valparaiso Law's Career Planning Center (CPC) staff assists students and alumni in making satisfying and informed career decisions, setting realistic goals, and creating opportunities to meet those goals. The practical decision-making and job-search strategies we share will serve you throughout your life.

### **Consultations**

CPC staff members are available to meet individually with enrolled students and degreed 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**

The CPC 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 renowned speakers who visit the campus to share advice and help students navigate their job search. Valparaiso Law students also participate in career events and programs across the United States.

### **Experiential Education**

A critical aspect to professional education is gaining practical experience to complement your studies. The Career Planning Center offers a comprehensive experiential education program for students interested in gaining professional experience prior to graduation. A brief description of the CPC's experiential education program follows:

While you are a law student at Valparaiso University Law School, you will have many prospects to gain legal experience. The Career Planning Center offers assistance with locating internships, externships and pro bono opportunities to provide students with the core competencies necessary to achieve long-term career goals in the legal profession. A recent article appearing on the American Bar Association website said, "Aside from passing the bar exam, the key qualifications for finding a job after graduation is legal experience." For this reason, the Career Planning Staff work with employers to provide mutually beneficial employment relationships.

### **Internships**

During your first semester of law school, students are highly encouraged to meet with a Career Planning professional to begin to strategize your career goals and prepare your legal résumé. Employers will seek students for paid clerkships/internships during



the school year and over the summer break. Many firms will visit the Law School's campus to conduct interviews and others will collect résumés directly. These opportunities will be posted in Strategy, the CPC online database. In addition to many local law firms, a small sampling of summer 2010 internship sites included Barnes & Thornburg; the Indiana Attorney General, and the Department of Homeland Security: Customs and Immigration.

### **Pro Bono Externship Administration**

Valparaiso Law students must complete a pro bono requirement of 40 hours and attend a pro bono plenary session in the semester they plan to graduate in order to fulfill this graduation requirement. Full-time students may participate after completion of the 1L year and part-time students upon completion of 30 credit hours.

#### **Supervision by an attorney is important to guard against the unauthorized practice of law.**

**Administration** - The program will be administered by Robyn Rucker, Assistant Director of Career Planning. All forms necessary are listed on: <http://www.valpo.edu/law/current-students/c-career/c-pro-bono-requirement> **Students MUST keep a copy of all submissions for their records and submit final pro bono reports only when all pro bono work is completed.**

**Site Selection** - Only when a student proposes to work for a private law firm or corporation, must they submit the Site Confirmation Form to the Career Planning Center and receive **approval prior to beginning the work**. This form is not necessary if the student is working for an employer in the public (non-profit) sector.

**Compensation** - Students cannot receive compensation (credit or wages) for the hours of service used to satisfy the requirement.

Satisfactory completion of the requirement will be demonstrated by a written certification from both the student and the supervisor. The honor code applies to the certification.

### **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 2-3 cr. hrs. See Law 725-846 online at <http://www.valpo.edu/law/wp-content/uploads/2012/02/App-ExternPDF-JAN-2012.pdf> for more on the externship program or contact the Director of Experiential Education in CPC with any questions about the program. Open positions are posted in the CPC database each semester and students must have their résumé approved by the Career Planning Center to apply for extern positions electronically. Additionally, twelve externship employers came to the School of Law and participated in over 150 interviews last year. Samples of externship positions include opportunities with the Department of Justice, the Department of Homeland Security, Loyola University Medical Center and the Bureau of Alcohol, Tobacco and Firearms.

### **Connecting with CPC**

CPC looks forward to making students' acquaintance! To schedule a consultation, they should visit the CPC suite, located in room 131, or call (219) 465-7814.

### **Career Planning Center Policies**

In order to further positive relationships with the legal and business communities and ensure that students and alumni represent themselves in the most professional manner, the Valparaiso University Law School Career Planning Center maintains the following policies for all students and alumni who use the Center's services.

#### ***ON- AND OFF-CAMPUS INTERVIEW POLICY***

As a Valparaiso Law student or alumni, I realize that:

1. If I do not attend or if I misrepresent myself in a scheduled on- or off-campus interview, I must write a letter of apology to the employer, the dean and the Career Planning Center.
2. In addition, my Strategy profile will be deactivated. (Upon receipt and confirmation of the apology letters, the profile will be reinstated.)
3. If extenuating circumstances prevent me from attending an interview, I will notify the Center and the employer at least 48 hours in advance.

#### ***CAREER CONSULTATION APPOINTMENT POLICY***

As a Valparaiso Law student or alumni, I realize that:

1. If I am unable to attend my career advising appointment, I will telephone the Center at least 24 hours in advance to reschedule.
2. If I am more than 15 minutes late to an appointment and did not call to confirm this delay, my appointment will be rescheduled for a later date.

3. After my first “no-show,” a member of the CPC staff will e-mail me to confirm my absence and explain the consequences of a second “no-show.”
4. If I fail to attend a second appointment, my Strategy profile will be deactivated until the end of the semester.

## **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 cocurricular 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.

### **American Constitutional Society for Law and Policy**

ACS is concerned with promoting positive, much-needed change in our legal and policy landscape. The national organization brings together scholars and practitioners to formulate and advance a progressive vision of our U.S. Constitution and laws that is intellectually sound, practically relevant and faithful to our constitutional values and heritage. It believes deeply in the importance of law as the mechanism which governs the relationships between and among the individuals and institutions that form society.

### **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.

### **Dual Degree Student Organization**

The Dual Degree Student Organization provides a clearinghouse where dual degree students can go to find information about their programs and communicate with both the graduate school and law school. Its mission is to integrate dual degree programs into the law school and give students an opportunity to network within their areas of study.

### **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 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.

### **Hellenic Law Association**

The Hellenic Law Association unites law students of Hellenic background and is also open to all students interested in Hellenic culture.

### **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](http://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.

### **Jewish Law Students Association**

The Jewish Law Students Association (JLSA) is a component of the National Jewish Law Students Association, which has over a 130-school network nationwide. The purpose of the association is to form a representative body for the Jewish students at Valparaiso as well as informing the University and community on Jewish perspectives of the law.

### **J. Reuben Clark Law Society**

The J. Reuben Clark Law Society affirms the strength brought to the study of law by personal religious convictions. It strives, through public service and diligence in studies, to promote fairness and virtue founded upon the rule of law. The purpose of JRC is to offer a forum of activities that provide the opportunity for the promotion of professionalism and sound ethics in the law school environment, while instilling in its members the importance of family, religion, and morals within the practice of law.

### **Jus Vitae**

Jus Vitae is a law reform organization. Its members use their professional skills to protect the dependent and disabled against all forms of violence - including abortion, infanticide, and the involuntary killing of the sick and aged. Its ultimate aim is equal

protection and civil rights for every human being. Jus Vitae presents its Human Equality Award each year to a person who has contributed significantly to equal justice under law for every human being. Pro-life presentations, brief writings, law clerk internships, and job placements are among the activities of its members.

#### **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 Libertarians of Valparaiso University**

The Law Libertarians of Valparaiso University adhere to the libertarian, or "classical liberal" perspective that individual well-being, prosperity, and social harmony are fostered by "as much liberty as possible" and "as little government as necessary." It is a vision of how people may endow their lives with meaning - living according to their deepest beliefs and taking responsibility for the consequences of their actions.

#### **Law Review**

Founded in 1967, the *Valparaiso University Law Review* is a scholarly journal published by Valparaiso law students three 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 Society**

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.

#### **Multicultural Law Students Association**

The Multicultural Law Students Association promotes diversity of all races, religions, and ethnicities within the legal community. MLSA presents guest speakers, hosts social events, mentors to local high-school students, raises funds for community efforts promoting diversity in education, and works closely with the Office of Admissions in furthering its goal of increasing diversity within the law school.

#### **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.

#### **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.

#### **Phi Delta Phi International Legal Fraternity**

Phi Delta Phi (PDP), the nation's first professional fraternity, was founded in 1869. PDP provides its members with many contacts in the legal profession and offers various benefits such as a loan program, scholarships, insurance program, and several publications. The Valparaiso chapter of PDP co-sponsors an annual visit by the Supreme Court of Indiana for the hearing of an oral argument.

### **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.

### **Voices for Reproductive Freedom**

Voices for Planned Parenthood (VOX) is an educational organization for the law school and the community regarding reproductive health and rights, through pro-choice activism.

### **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>.

### **Safe Space Program**

To promote a welcoming environment within the Law School for all students, staff and faculty, the Safe Space Program provides a method by which all members of the Law School community can discuss any concerns that he or she may have related to diversity and equality with any member of the committee in a non-judgmental and non-threatening atmosphere. Look for the Safe Space sign in various offices. For more information, go to <http://www.valpo.edu/law/current-students/support/c-safe-space>.

### **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 stop by Career Planning Services for further details.

### **Veterans' Counseling**

Veterans may contact the Director of Student Relations in Wesemann 267 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 the Registrar 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 Bonnie Hannon at [Bonnie.Hannon@valpo.edu](mailto:Bonnie.Hannon@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 on a cash or OneCard basis Monday through Friday during the academic year in the Wesemann Cafe. Snack machines and a microwave oven are also available. Law students may also purchase meals at the Harre (Student) Union using cash or their OneCard. Many restaurants offering a wide range of price and cuisine are close to campus.

### **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 Director of Student Relations Joseph Baruffi 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 – October 1; Spring semester – March 1; and Summer sessions – May 15. Classroom accommodation requests and documentation are due prior to enrolling.

Except as otherwise provided, the Law School 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 members of the law school's Accommodation Committee, 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, one hour of additional time 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 Accommodations Committee. 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](http://www.valpo.edu/IT)).

### **Emergencies**

To notify law students in emergency situations, messages should be directed to the Associate Dean of Student Relations or the Registrar's office. Students may register to receive emergency relating text messages at <http://emergency.valpolaw.net>.

### **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, Wesemann Hall, Room 210.

### **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 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**

**1406 LaPorte Avenue, 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: Debbie Gleason (Rm. 215), Linda Canada (Room 214), Lisa Todd (Rm. 212), Karen Koелеmeyer (Rm. 284), Tina Duron (Rm. 284), Kristin Takish (Rm. 284), Annie MacDonald (Rm. 202), Melissa Mundt (Room 278), Linda Nelson (Rm. 206), and Sharon Wyatt, 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 – Assoc. Director for Academic Services**

**Room 278, 465-7847**

To reserve a room for an organization meeting, students must reserve use of a room with the Associate Director for Academic Services, located in Room 278. The Brassfield Conference Room is for faculty and staff use only. Individuals or groups who have made reservations with the Associate Director 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]**

Christopher Center 250

<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 250 in the Christopher Center. 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 at the University Registrar's Office, Kretzmann Hall. 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 require the student's signature.

### **University Book Center**

Harre Union, 464-5421

[www.valpo.edu/bookcenter](http://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](http://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](http://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 need to communicate this information to the Assistant Registrar within ten days of registration confirmation. Students can pick up a copy of the Campus Directory in the Administrative Office area of the law school or at the University Student Union. A password access online law photo directory is also available after Fall classes have begun.

## Financial Information

### Tuition/General Student Fee

For the 2012-2013 academic year, the standard tuition is \$37,980 for full-time students (12 or more credit hours), and the general student fee is \$872. Tuition for part-time students is \$1,490 per credit hour (5-11 credit hours) and the general student fee is \$430.

The estimated cost of attendance for the 2012-2013 academic year is \$51,612 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	=	\$37,980
Student Fee	=	872
Room	=	6,500
Board	=	2,300
Books	=	1,200
Misc/Personal	=	1,600
Transportation	=	750
Loan Fee	=	410
Total		\$51,612

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 provides the completed withdrawal form to the Law Registrar. 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. 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.

For financial aid purposes, incompletes and withdrawals will count as hours attempted but not completed. 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. 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 that 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](http://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 of your eligibility unsubsidized loans as well as the simplified procedure necessary for obtaining the 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. Grad Plus Loans are available through the Department of Education, [www.studentloans.gov](http://www.studentloans.gov) but private loans are not part of the Federal Direct Student Loan Program. Grad Plus loans and private loans require a separate loan application. For the private loan links go to <http://www.valpo.edu/law/prospective-students/p-financial-aid/p-loans-and-scholarships/p-private-loans> to review the available loans. Both the Grad 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 insure on-time disbursement, loan applications should be completed by July 1. If your loan is approved, the money will be issued to the University. All loan checks are disbursed by the University Finance Office (Kretzmann Hall) and after tuition and fees are paid the remaining balance is disbursed to the student. Refund forms are required to receive any additional funds on the students account. Refund forms are online at [www.valpo.edu/law](http://www.valpo.edu/law) under the Financial Aid link. Funds are not available until 10-14 days after classes begin each semester.

### **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 FAFSA application. Students should use their four-digit PIN which was supplied by the federal processor to access [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The PIN 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. 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 be accessible 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 Grad Plus or private loan applications. Each year the Financial Aid Office publishes a Financial Aid Guide which is available online at [www.valpo.edu/law](http://www.valpo.edu/law) under the Financial Aid link.

## **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 are available to second and third-year law students in the Legal Writing Program. The appointments are for one year and selections are made by the legal writing professors. The teaching assistants work with the legal writing professors in administering, supervising and critiquing the projects required in the first and second-year legal writing courses.

### **Research Assistants**

Research assistantships are generally semester appointments with a faculty member. Appointments are available to second and third-year law students and are made by the individual faculty members.

**NOTE: Students should note that it is a requirement of the Law School and of the American Bar Association 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. Full-tuition scholarship students must maintain a cumulative grade point average of 3.0. All other scholarships, that are less than full-tuition, require a 2.9 cumulative grade point average, unless otherwise specified. 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.

### **Veterans' Programs**

In addition to working with the Veterans' Administration (VA), military veterans should consult with the Associate Director of Student Financial Planning 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 recently enacted 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 Student Financial Planning at the Law School 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 June 1 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 May. After June 1, if space is available, late applicants or those on the wait list may be offered a seat.

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 Application form and submit it online through LSAC, along with the required personal statement, resume and two letters of recommendation. 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 2013 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](http://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 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 Law Registrar's office.

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 Valparaiso University Law School by July 15. The official transcript is to be mailed or e-transmitted directly from the conferring institution to the Office of Admissions. A final transcript must also be sent directly to LSAC no later than July 15.

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. Note: Transcripts received by the Office of Admissions as part of the CAS Report are not official and do not fulfill this requirement.



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](mailto: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 for 2-3 days before the first day of class 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 2013 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 (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 2013 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 LL.M. application with personal statement, and CV/resume. The application fee is waived for 2013 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 will not be 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 M.A., M.S., M.A.C.S., or M.A.L.S. program 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.

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.

## **Information for the Prospective J.D./M.B.A. Applicant**

### **Admission Criteria and Procedures**

Students interested in applying to the J.D./M.B.A. 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](mailto:mba@valpo.edu). More information on dual degrees is available at:

<http://www.valpo.edu/law/prospective-students/p-academics/p-degree-programs>;

<http://www.valpo.edu/grad/programs/dualdegree.php>; and <http://www.valpo.edu/mba/jd/index.php> .

# Valparaiso University Law School Honor Code

## I. Citation

These provisions, the rules and procedures herein may be cited and referred to as the Valparaiso University Law School Honor Code.

## II. Preamble

The Valparaiso University Law School Honor Code is adopted to promote and ensure the opportunity of each student to pursue legal education to the best of his or her ability in an atmosphere of trust and mutual respect. The Code recognizes that achievement of these goals is ultimately dependent on the integrity of each individual student.

Nothing herein, including the provisions of Article XII, shall be interpreted in conflict with standards 205 and 208 of the Accreditation Standards of the American Bar Association, requiring the dean and faculty to retain control over matters entrusted to them by the standards.

## III. Scope

The Honor Code applies to the behavior of any student of the Valparaiso University Law School.

## IV. Canons

The following canons are general principles, representing objectives toward which every Valparaiso University law student should strive. They constitute standards of professional conduct which should provide guidance for students in many specific situations.

- \* A student should scrupulously regard the rights of others and should observe high ethical standards in his or her conduct. A student should strive to promote an academic environment where each student has an equal opportunity to use all of the resources of the school. A student should not take any action which deprives another student of a reasonable opportunity to use the resource materials.
- \* A student should never offer or render and/or receive aid of any kind from another student during an examination. A student who has taken an examination should never offer or render aid concerning the examination to a student who has not yet taken the examination. Likewise, a student who has not yet taken an examination should never request or accept aid from a student who has taken the examination, or obtain a copy of an examination before taking it.
- \* The Code recognizes that discussions between students are an integral factor of legal education. Within the parameters of specific instructions on any given assignment, students are encouraged to exchange ideas and alternative viewpoints. However, all work submitted for evaluation should ultimately be the result of that student's independent effort. A student should never submit the work of another as his or her own work.
- \* Except at a public trial, a student participating in or aware of any Honor Code proceeding should not divulge any information concerning the proceeding outside of the proceeding itself. A student should obey all directions of the Honor Court or Honor Commission.
- \* Any student associated with the Honor System should be a person of high integrity, competence and of suitable temperament, and be a non-probationary student. The student should strive to maintain an independent and objective attitude in the performance of his or her duties.
- \* The enforcement of the Honor Code is ultimately dependent on the integrity of each individual student. A student should not initiate Honor Code proceedings if he or she is aware or should have been aware that the accusations are false, nor should a student initiate Honor Code proceedings for the sole purpose of injuring the reputation of another student or in a deliberate attempt to cause another student emotional distress.

## V. The Honor Code Pledge

It has been a tradition at the Valparaiso University Law School to require all students to sign an honor code pledge on the work done for academic credit.

This pledge reads as follows: **I have neither given nor received unauthorized aid.**

Each student must sign the pledge with their examination number.

## VI. Violations

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 Law School has defined the following violations which are subject to discipline in accordance with the procedures set forth in subsequent sections of this Code.

#### **A. Misrepresentation.**

Misrepresentation includes any act of fraud or deception by which the student gains or attempts to gain an academic benefit or advantage from the University, its constituent institutions, its faculty, staff, or students, or persons dealing with the University. Examples of this offense include, but are not limited to, the following:

- Forgoing or altering any University document, record, or instrument of identification;
- Furnishing material information which is known by the student to be false to any official, other employee, or agent of the University;
- Signing the school attendance policy indicating that the student has attended the requisite number of scheduled class meetings per course when in fact the student knows such to be false;
- Falsely signing another student's name to the school attendance policy.

#### **B. Unfair Advantage.**

Unfair advantage includes any act of fraud, deception, or improper influence by which the student gains or attempts to gain an academic benefit or advantage from the University, its constituent institutions, its faculty, staff, or students, or persons dealing with the University. "Academic benefit or advantage" results from the student's course work as well as from co-curricular activities such as Law Review, Moot Court, Mock Trial and Client Counseling Competition. Examples of this offense include, but are not limited to, the following:

- Unauthorized copying, collaboration, or use of notes or books on any examination, project, or paper;
- Failing to observe time limits set for an examination by the instructor in charge;
- Lying about the performance of academic work;
- Submitting as one's own and without citation, writings or ideas known by the student to be of another (including those of any person furnishing writing for hire) in any academic pursuit; offering or attempting to offer money or some other thing or service to a member of the University community, including its faculty, staff, and students, in an effort to gain unauthorized academic benefit or advantage;
- Stealing, damaging, or destroying notes or books of students;
- Stealing, hiding, or vandalizing library materials.

#### **C. Obstruction of Honor Code Process.**

This section includes any failure to cooperate with the Honor Court, a Presenter, or other agency acting hereunder with respect to the conduct of any investigation or proceeding held in connection with any alleged violation by any other person of the Honor Code.

#### **D. Accessoryship.**

This section includes any aid intentionally given to another student in violation of this Code.

#### **E. Corruption of Honor Code Process.**

This section includes the use of a position on the Honor Court, or Honor Commission, or as a Presenter, to obtain, or attempt to obtain, a special advantage in academic matters for himself for another where he knows or it is obvious that such action is improper.

**The full honor code and procedures are available in the Dean's Office.**

## **Valparaiso University Sexual Harassment Policy**

Valparaiso University prohibits discrimination and harassment by all faculty, staff, and students. Law students who feel they have been a victim of sexual harassment are encouraged to report the incident to the Vice Dean, the Director of Student Relations, or one of the University Sexual Harassment Complaint Advisors/Advocates. A list of Sexual Harassment Complaint Advisors/Advocates may be obtained by calling: 1) the SAAFE Office at 464-6860 or 2) the Vice President for Student Affairs at 464-5411. The full policy and procedures found in the University's Student Handbook is available to all law students at <http://www.valpo.edu/registrar/stuguide.php>.

## Wesemann Hall Legend

### LOWER LEVEL

14	Government Information/Reference Librarian, Sally Holterhoff
15	Government Information Coordinator, Susan Waldschmidt
15	Interlibrary Loan Assistant
16	Study Carrel
17	Study Carrel
18	Seminar Room

### FIRST FLOOR

108	Periodicals Coordinator, Noelle Raelson
109	Assist. Dean for Students and Educational Services Librarian, Steven R. Probst
110	Looseleaf Services, Laura Ping
111	Assoc. Dean for Library Services, Emily Janoski-Haehlen
112	Assoc. Law Librarian for Access Services, Michael Bushbaum
113	Reference Office
118	Seminar Room
121	Library Circulation Desk
122	Library Circulation/Reserve Supervisor, Debbie Blennerhassett
123	Library photocopier
125	CPC Interview Room
126	CPC Student Work Room
127	CPC Director of Experiential Education, Lisa Cannon
128	CPC Exec. Director, Christine Corral
129	CPC Assoc. Director of Career Planning, Robyn Rucker
130	CPC Director, Victoria Ryan
131	Career Planning Center (CPC) Waiting Area
131B	CPC - Assoc. Administrator, LaKisha Myles
131D	CPC Work Room
131E	CPC Office
131F	CPC Associate Director Career Advising - Firms, Kimberly Kass
131G	Senior Major Gifts Officer, Jeri Pat Gabbert
131H	CPC Interview Room
131J	CPC Interview Room
132	Student Lounge
132A	Student Lounge Serving Area
132B	Student Lounge Storage
133	Vending
133A	Student Lounge Serving Area Work Room
133B	Student Lounge Serving Area Storage
134	St. Louis Seminar Room
136	Staff Lounge
139	<i>Law Review</i> Office
140	<i>Law Review</i> Editor in Chief
141	<i>Law Review</i> Associate Editor in Chief
142	<i>The Forum Office</i>
143	Student Advocacy Center
143A	Student Bar Association (SBA) Office
144	Admissions – Asst. Admin., Janet Styf; Assoc. Admin., Beth Heinold;
144B	Asst. Directors of Admin. – Special. Projects & Counseling, Kelly Kruger & Michael Ramian
144C	Director of Admissions – Operations, Zahra Nwabara
144E	Executive Director of Admissions, Diann Lapin
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 Asst. Administrator Dean's Office, Lorrie Hodge  
 202B Assoc. Administrator Finance, Annie MacDonald  
 202C Vacant  
 205 Dean, Jay Conison  
 206 Administrator Dean's Office, Linda Nelson  
 207 Vice Dean, Mark Adams  
 208 Senior Exec. Director of Finance & Operations, Diana Blaney  
 209 Assistant Director - Staff Accountant, Linda Scarsella  
 210 Assoc. Director Student Financial Planning, Ann Weitgenant  
 211 Director of Strategic Initiatives, Tracy Fronk  
 212 Assoc. Director of Facilities and Events, Lisa Todd  
 214A Sr. Exec. Dir. of Markets, Recruiting & Careers, Christopher Childers  
 214 Asst. Registrar, Linda Canada  
 215 Registrar and Director of Academic Services, Debbie Gleason  
 216 Prof. David Herzig  
 217 Vacant Office for Visiting Professors  
 218 Prof. Linda Whitton  
 219 Brassfield Conference Room  
 219A Assoc. Administrator – Academic Services, Nancy Young  
 220 Prof. Ruth Vance  
 222 Vice Dean Mark Adams  
 224 Prof. Seymour Moskowitz  
 226 Prof. Derrick Carter  
 227 Assoc. Director of Technology, William Klein  
 228 Prof. Rosalie Levinson  
 229 Prof. Clare Nuechterlein  
 230 Prof. Ivan Bodensteiner  
 231 Prof. Robert Knowles  
 232 JoEllen Lind  
 233 Vacant Office  
 234 Prof. Rebecca Huss  
 235 Prof. Del Wright  
 236 Prof. Richard Stith  
 238 Prof. Bruce Berner  
 240 Prof. Susan Stuart  
 241 Prof. Laura Dooley  
 242 Assoc. Dean for Faculty Development, Prof. Jeremy Telman  
 243 Prof. Bernard Trujillo  
 244 Faculty Lounge  
 246 Prof. Michael Murray  
 247 Prof. Robert Blomquist  
 248 Prof. Zachary Calo  
 249 Prof. Paul Brietzke  
 250 Prof. David Myers  
 251 Acquisitions & Serials Librarian  
 251A Law Marketing – Assoc. Dir. of Marketing, Nicole Skinner & Assoc. Dir. of Creative Services,  
 IMC/Lead Graphic Designer at the Law School, Hil Albuquerque  
 252 Cataloging Services Librarian, Beverly Burmeister  
 253 Cataloging/Acquisitions Assistant  
 254 Serials Assistant and Library Workroom  
 255 Student Computer Lab  
 262 Digital Services Librarian, Jesse Bowman

263	Assit. Dir./HR Generalist, Deondra Devitt
264	Director of Technology, Jon Sanders
265	Mother's Room
266	Assoc. Director of Technology, Donna Patterson
267	Director of Student Services, Joseph Baruffi
268	Director of Academic Services, Bethany Lesniewski
269	Dir. of International and Pipeline Programs, Julie Foster
270	Prof. Alan Morrisson
271	Copy Room
272	Prof. Justus Morris
273	Prof. Nicole Negowetti
274	Prof. David Cleveland
278	Assoc. Director - Academic Services, Melissa Mundt
279	Prof. Curtis Cichowski
280	Assistant Prof. Faisal Kutty
281	Prof. Edward Gaffney
284	Assoc. Administrators – Academic Services: Tina Duron, Karen Koелеmeyer & Kristin Takish,
285	Mail Room

## Heritage Hall Legend

### FIRST FLOOR

102A	Interview Room
102B	Conference Room
102C	Interview Room
102D	Prof. Barbara Schmidt
102E	Prof. Marcia Gienapp
103A	Associate Director – Clinical Services, Sandy Tengblad
103B	Director of Clinical & Skills Training Programs, David Vandercoy
104	Reception Lobby
104A	Work Room
104D	Waiting room
104E	Client Unisex Restroom
104F	Reception Work Space
104G	Reception – Assistant Administrators – Law Clinic, Kate Patterson & Sharon Wyatt
106A	Break Room
106	Vending
112A	Women's Restroom
112B	Men's Restroom
116A	Building Services
117	Courtroom

### SECOND FLOOR

201A	Interview Room
201B	Interview Room
201C	Interview Room
201D	Interview Room
201E	Prof. Paul Kohlhoff
201F	Prof. 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