

ST. JOHN'S UNIVERSITY

SCHOOL OF LAW

Student Handbook
2026-2027

ST. JOHN'S UNIVERSITY
SCHOOL OF LAW

Introduction

This handbook provides law students with an overview of the academic programs and policies of St. John's University School of Law. The University administration reserves the right, whenever advisable, (1) to change or modify its schedule of tuition and fees, and (2) to withdraw, cancel, reschedule, or modify any course, program of study, or degree, or any requirement in connection with any of the foregoing.

The electronic version of the Student Handbook appears on the Law School website and should be viewed periodically to ensure access to the most up-to-date information.

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St. John's University Mission, Policies, and Procedures

Mission Statement of St. John's University

As a university, we commit ourselves to academic excellence and the pursuit of wisdom, which flows from free inquiry, religious values, and human experience. We strive to preserve and enhance an atmosphere in which scholarly research, imaginative methodology, global awareness, and an enthusiastic quest for truth serve as the basis of a vital teaching-learning process and the development of lifelong learning. Our core curriculum in the liberal arts and sciences aims to enrich lives as well as professions and serves to unify the undergraduate experience. Graduate and professional schools express our commitment to research, rigorous standards, and innovative application of knowledge. We aim not only to be excellent professionals with an ability to analyze and articulate clearly what is, but also to develop the ethical and aesthetic values to imagine and help realize what might be.

St. John's is a Catholic university, founded in 1870 in response to an invitation of the first Bishop of Brooklyn, John Loughlin, to provide the youth of the city with an intellectual and moral education. We embrace the Judeo-Christian ideals of respect for the rights and dignity of every person and each individual's responsibility for the world in which we live. We commit ourselves to create a climate patterned on the life and teaching of Jesus Christ as embodied in the traditions and practices of the Roman Catholic Church. Our community, which comprises members of many faiths, strives for an openness that is "wholly directed to all that is true, all that deserves respect, all that is honest, pure, admirable, decent, virtuous, or worthy of praise" (Philippians 4:8). Thus, the University is a place where the Church reflects upon itself and the world as it engages in dialogue with other religious traditions.

St. John's is a Vincentian university, inspired by St. Vincent de Paul's compassion and zeal for service. We strive to provide excellent education for all people, especially those lacking economic, physical, or social advantages. Community service programs combine with reflective learning to enlarge the classroom experience. Wherever possible, we devote our intellectual and physical resources to search out the causes of poverty and social injustice and to encourage solutions that are adaptable, effective, and concrete. In the Vincentian tradition, we seek to foster a world view and to further efforts toward global harmony and development by creating an atmosphere in which all may imbibe and embody the spirit of compassionate concern for others so characteristic of Vincent.

St. John's is a metropolitan and global university. As a metropolitan university, we benefit from New York City's cultural diversity, its intellectual and artistic resources, and its unique professional educational opportunities. With this richness comes responsibility. We encourage the metropolitan community to use our resources to serve its needs. As a global university, we are one of our nation's most diverse institutions of higher education, enriched by a mixture of cultures,

which complements an internationalized curriculum. Through collaboration with other institutions around the world, study abroad opportunities, and online courses and degrees, our outreach spans the globe. In educating students we pledge to foster those qualities needed for our alumni to become effective leaders and responsible citizens in a vibrant city and dynamic world.

Mission Statement of St. John's University, New York
Approved by the Board of Trustees, December 1991
Modified and re-approved March 1999, March 2008, October 2015

Vision Statement of St. John's University

St. John's University will empower diverse learners with quality education for life. Through innovative teaching, research and service we will foster rational, spirited inquiry and intelligent reflection. Our student-centered approach will be shaped by a caring, energized, nimble culture. Enlivened by our distinctive mission, our graduates will excel in the competencies and values required for leadership and service in a rapidly evolving global community. As a Catholic and Vincentian university, we will be known worldwide for addressing issues of poverty and social justice.

Notice of Non-Discrimination, Equal Opportunity

St. John's University does not discriminate on the basis of race, religion, color, national or ethnic origin, age, gender or sex (including sexual harassment and sexual violence), gender identity or expression, sexual orientation, marital or partnership status, alienage or citizenship status, disability, genetic predisposition, caregiver status, pregnancy, sexual and reproductive health decisions, status as a victim of domestic violence/sex offense/stalking, status in the uniformed services of the United States (including veteran status), arrest or conviction record, credit history, salary history, unemployment status or any other basis prohibited by law in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990 and the Amendments Act, Section 504 of the Rehabilitation Act of 1973, Title VI or Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies.

The following area has been designated to handle student inquiries regarding the Americans with Disabilities Act and the Amendments Act, the Rehabilitation Act, and related statutes and regulations: Student Accessibility Services, Marillac Hall, Room 134, 8000 Utopia Parkway, Queens, NY 11439, sas@stjohns.edu, 718-990-6867.

The following person has been designated to handle inquiries regarding the non-discrimination policies and to serve as the Title VI/IX coordinator for purposes of overall campus compliance: Esther Hutchinson, Director of Equal Opportunity, Compliance and Title VI/IX, 8000 Utopia Parkway, Queens, NY 11439, titleix@stjohns.edu or hutchine@stjohns.edu, 718-990-1488.

The following person has been designated deputy Title IX coordinator for the Division of Student Affairs: David Gachigo, Dean of Students, 8000 Utopia Parkway, Queens, NY 11439, gachigod@stjohns.edu, 718-390-4345.

The following person has been designated deputy Title IX coordinator for Athletics: Kristin Quinn, Senior Associate Athletic Director and Senior Women Administrator, quinnk@stjohns.edu, 718-990-6736.

Inquiries concerning the application of anti-discrimination laws may be referred to the Title IX coordinators or to the Office for Civil Rights, United States Department of Education. For further information and the address and phone number of the U.S. Department of Education office that serves your area, contact OCR or call 1(800) 421-3481.

You can view this notice and any updates to referral procedures on the University website.

Sexual Misconduct Policy and Procedure

The health, safety, and well-being of all members of the St. John's University (the "University") community are the University's primary concerns. Consistent with the University's mission as a Catholic, Vincentian, metropolitan and global institution of higher education, the University abides by all applicable federal, state, and local laws that prohibit discrimination in any educational or employment program, policy, or practice of the University.

In furtherance of the University's mission, and in accordance with Title IX of the Education Amendments of 1972 ("Title IX"), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act"), as amended by the Violence Against Women Act/Campus Sexual Violence Act ("Campus SaVE Act"), Article 129-B of the New York State Education Law, Title VII of the Civil Rights Act of 1964, the New York State Human Rights Law and the New York City Administrative Code, this Policy prohibits all forms of sex and gender discrimination, including sexual harassment and sexual misconduct; and the University does not discriminate on the basis of sex in its education programs or activities.

Policy 703 - Title IX and N.Y. Education Law Article 129-B Sexual Misconduct Policy and Procedures.

Additional Policies and Procedures of St. John's University

All students at St. John's University are expected to know and abide by the University's regulations. These regulations can be found on the St. John's University's website under Policies. The specific procedures indicate the administrator responsible for the initiation of the process. The University reserves the right to have the President or his designee review any action and make the final determination.

- Student Code of Conduct and Conduct Process (*see* full Student Code of Conduct provisions online.)
- Academic Misconduct
- Alcohol Policy
- Demonstration Policy
- Drug Policy
- Guest Policy
- Hazing Policy
- Policies Against Discrimination and Sexual Harassment
- Residence Hall Policies
- Sexual Misconduct Policy
- Social Media Community Guidelines
- Student Privacy (FERPA)

School of Law Mission and Learning Outcomes

Law School Mission Statement

Consistent with St. John's Vincentian Mission, and the metropolitan and global nature of the University, St. John's Law seeks to:

- **Provide access** to an excellent legal education for all people, especially those lacking economic, physical, or social advantages
- **Maintain and strengthen** our commitment to rigorous teaching, scholarly research, and innovative application of knowledge
- **Sustain and foster** an equitable, inclusive, and anti-racist community of diverse experiences and perspectives, emphasizing respect for the rights and dignity of every person
- **Inspire** civic engagement, including inquiry into the causes of injustice and the search for adaptable, effective, and concrete solutions to these problems
- **Enhance** student learning to empower graduates with the knowledge, skills, and values required for successful leadership in the local, national, and global legal profession

This mission statement draws on the University's current strategic plan in the context of legal academic excellence, respect for the individual, fostering a vibrant intellectual community of diverse experiences and perspectives, and the pursuit of economic and social justice. It will serve as a constant aspirational reminder of what we strive for as an institution of legal education.

Law School Student Learning Outcomes

Consistent with our stated mission, St. John's Law is committed to educating students to be skilled, ethical, and impactful attorneys who lead by example as they serve their clients, uphold the Rule of Law, and uplift the legal profession. To achieve these educational objectives, and in accordance with ABA Standard 302, our faculty has adopted the following student learning outcomes and related performance indicators for all J.D. students.

1. Demonstrate understanding of substantive and procedural law.
Performance Indicators:

- Identifying and applying concepts of law in foundational courses, core areas, and other areas as reflected by our curricular offerings.
- Identifying and understanding how the law evolves.
- Identifying legal issues and applying relevant law to a novel set of facts.

2. Demonstrate competency in legal practice skills.
Performance Indicators:

- Developing an effective and appropriate legal research strategy.
- Demonstrating the ability to develop a case planning strategy.
- Demonstrating the ability to conduct a factual investigation.
- Demonstrating proficiency in interviewing, counseling, and alternative dispute resolution.
- Locating, analyzing, and synthesizing primary and secondary sources relevant to the legal issue at hand.
- Applying the relevant legal rules to the legally significant facts and drawing appropriate conclusions based on clients' interests and goals.

3. Communicate effectively in both written and oral form.
Performance Indicators:

- Drafting and editing documents that objectively analyze a legal problem.
- Drafting and editing documents designed to persuade a reader.
- Drafting and editing documents that create legal rights and obligations.
- In oral and written communications, communicating in a clear, concise, and effective manner.
- In all documents, employing rules of grammar, spelling, and citation.
- Making persuasive oral arguments or presentations.

4. Engage with legal concepts at a scholarly level.
Performance Indicators:

- Communicating an argument on an issue of law or legal policy.
- Researching, locating, analyzing, and engaging with scholarship on the topic.
- Citing and attributing the words and ideas of others properly.

5. Fulfill professional and ethical responsibilities to clients and the legal system.
Performance Indicators:

- Demonstrating awareness of cultural differences that may impact representation of one's clients, the legal profession, and the legal system.
- Identifying the history, goals, structures, values, and responsibilities of the legal profession.
- Identifying and applying rules of professional conduct for attorneys.
- Understanding the importance of assisting the underserved with their unmet legal needs and providing at least 50 hours of pro bono service during Law School.
- Demonstrating awareness of the role of structural inequities, including structural racism, in the legal system.

Adopted by the Law School Faculty Council on April 2, 2025. A full copy of the Law School's Assessment Plan is available online.

School of Law Academic Programs and Requirements

Juris Doctor Degree Requirements

In 2026 the faculty approved changes to the first year (1L) and upper division Juris Doctor curriculum. Therefore, the requirements for the Juris Doctor degree differ slightly for candidates who began law school prior to 2025, in Fall 2025, and 2026 and after. Students should check the appropriate list for their year of matriculation to find their degree requirements. The degree progress tracking program DegreeWorks is also updated with the requirements for each student's appropriate matriculation year.

Except for courses applied toward the Experiential Learning and Scholarly Writing requirements, students must earn a passing grade in each required course to earn credit for that requirement. A grade of D or better is required to pass and earn credit for a course. Please see the detailed grading requirements below.

Juris Doctor Degree: Specific Requirements for Matriculants from Fall 2024 and Prior

Overview of Requirements for 2024 and Prior Matriculants

Students entering the Juris Doctor degree from Fall 2020 through Fall 2024 must satisfactorily complete the following basic requirements.

- 89 earned credit hours
- Minimum cumulative grade point average of 2.1
- Required courses
- Core Elective Requirement
- Experiential Learning Requirement
- Scholarly Writing Requirement
- Additional advanced analysis courses, as required.

Required Courses for 2024 and Prior Matriculants

Students must satisfactorily complete the following courses:

- Civil Procedure
- Constitutional Law
- Contracts
- Criminal Law
- Introduction to Law (pass/fail)
- Lawyering (pre-Spring intersession course, part of the Experiential Learning requirement)
- Legal Writing I
- Legal Writing II
- Legal Research
- Property
- Professional Development (asynchronous pass/fail course taken over 2 semesters)
- Professional Responsibility (Professional Responsibility must be taken before students enter the final year of the program.)
- Torts

The Core Elective Requirement for 2024 and Prior Matriculants

Students must successfully complete at least five of the following courses:

- Administrative Law
- Business Organizations
- Civil Rights and Civil Liberties
- Evidence
- Race and the Law
- Tax—Basic Federal Personal Income
- Trusts & Estates

Experiential Learning Requirement for 2024 and Prior Matriculants

Students must satisfactorily complete each category (A, B, and C) below, for a total of at least six credits.

A. **Foundations: Lawyering.** (ALSK 2075) This course is designed to introduce students to the lawyering skills, other than writing, required of lawyers, with a focus on client counseling, interviewing, and negotiation. It serves as the foundation course for further study in this area.

B. **Advanced Practice Writing.** The Advanced Practice Writing Requirement (the "APWR") is intended to ensure that all students attain proficiency in the type of practical writing assignments attorneys perform regularly. The APWR must be satisfied through coursework. As with the SWR, it is strongly suggested that students complete the APWR before the end of their second-to-last semester.

For a course to satisfy the APWR, it must provide a substantial opportunity for students to develop and improve litigation and/or transactional writing skills. Courses satisfying the APWR require students to submit practice-writing assignments (regardless of number) totaling at least 25 pages, or a total of seven assignments (regardless of the number of pages), which have been written and/or rewritten with the benefit of instructor critique. A student must be awarded a grade no lower than a C+ to receive APWR credit. The supervising faculty member must certify that the student's work meets the above criteria. All APWR courses have, as a pre-requisite, successful completion of Legal Writing II (LRWR 1010)

A complete listing of clinics and courses that satisfy this requirement is provided each semester under the Office of the Registrar Module on the Student Resource Hub on Canvas. Additionally, course descriptions for all courses are published in the Course Catalog available on the St. John's Law website.

C. **Applied Skills**: The Applied Skills Requirement ("ASR") is designed to ensure that all students attain proficiency in lawyering skills, in addition to drafting, in a real or simulated context. Students must complete at least one course in this category with a grade of C+ or better.

A complete listing of clinics and courses that satisfy this requirement is provided each semester under the Office of the Registrar Module on the Student Resource Hub on Canvas. Additionally, course descriptions for all courses are published in the Course Catalog available on the St. John's Law website.

Juris Doctor Degree: Specific Requirements for Fall 2025 Matriculants

Overview of Requirements for 2025 Matriculants

Students entering the Juris Doctor degree in Fall 2025 must satisfactorily complete the following basic requirements. This includes students who began their law degree at another institution in 2025 and transferred to St. John's Law after completing their first year.[1]

- 89 earned credit hours
- Minimum cumulative grade point average of 2.1
- Required courses
- Core Elective Requirement
- Experiential Learning Requirement
- Scholarly Writing Requirement
- Additional advanced analysis courses, as required.

Required Courses for 2025 Matriculants

Students must satisfactorily complete the following courses:

- Civil Procedure
- Constitutional Law
- Contracts
- Criminal Law
- Introduction to Law (pass/fail)
- Lawyering (pre-Spring intersession course, part of the Experiential Learning requirement)
- Legal Writing I
- Legal Writing II
- Legal Research
- Property
- Professional Development (asynchronous pass/fail course taken over 2 semesters)
- Professional Responsibility (Professional Responsibility must be taken before students enter the final year of the program.)
- Torts

[1] This does not include students who transfer to the St. John's J.D. program from a St. John's LL.M. program. Students who transfer from the LL.M. to the J.D. follow the course requirements for the year they matriculate into the J.D. program.

The Core Elective Requirement for 2025 Matriculants

Students must successfully complete at least four of the following courses:

- Administrative Law
- Business Organizations
- Civil Rights and Civil Liberties
- Evidence
- Family Law
- Race and the Law
- Tax—Basic Federal Personal Income
- Trusts & Estates

Experiential Learning Requirement for 2025 Matriculants

Students must successfully complete the following with a grade of C+ or better:

- **Foundations: Lawyering** (ALSK 2075). This course is designed to introduce students to the lawyering skills, other than writing, required of lawyers, with a focus on client counseling, interviewing, and negotiation. It serves as the foundation course for further study in this area.

- **Four additional credits in Experiential Learning courses.** A complete listing of clinics and courses that satisfy this requirement is provided each semester under the Office of the Registrar Module on the Student Resource Hub on Canvas. Additionally, course descriptions for all courses are published in the Course Catalog available on the St. John's Law website.

Juris Doctor Degree: Specific Requirements for Fall 2026 Matriculants and After

Overview of Requirements for 2026 Matriculants

Students entering the Juris Doctor degree in Fall 2026 must satisfactorily complete the following basic requirements.

- 89 earned credit hours
- Minimum cumulative grade point average of 2.1
- Required courses
- Core Elective Requirement
- Experiential Learning Requirement
- Scholarly Writing Requirement
- Additional advanced analysis courses, as required.

Required Courses for 2026 Matriculants

Students must satisfactorily complete the following courses:

- Civil Procedure
- Constitutional Law
- Contracts
- Criminal Law
- Introduction to Law
- Legal Writing I
- Legal Writing II
- Legal Research
- Property
- Professional Development (asynchronous pass/fail course taken over 2 semesters)
- Professional Responsibility (Professional Responsibility must be taken before students enter the final year of the program.)
- Torts

The Core Elective Requirement for 2026 Matriculants

Students must successfully complete at least four of the following courses:

- Administrative Law
- Business Organizations
- Civil Rights and Civil Liberties
- Evidence
- Family Law

- Race and the Law
- Tax—Basic Federal Personal Income
- Trusts & Estates

Experiential Learning Requirement for 2026 Matriculants

Students must successfully complete six credits in any combination of Experiential Learning courses with a grade of C+ or better. A complete listing of clinics and courses that satisfy this requirement is provided each semester under the Office of the Registrar Module on the Student Resource Hub on Canvas. Additionally, course descriptions for all courses are published in the Course Catalog available on the St. John's Law website.

The Scholarly Writing Requirement for all Matriculants

The Scholarly Writing Requirement ("SWR") is intended to ensure that all students compose at least one significant scholarly paper for which they must analyze, synthesize, organize, and present legal material. The SWR will help students learn and practice the skills of project management, research, and writing.

The Requirement

To qualify for the SWR:

(a) A student must write a paper that:
- (1) contains original thinking;
- (2) is well written, researched, analyzed, and supported by authority (primary authority where available);
- (3) contains at least 6,700 words (inclusive of footnotes); and
- (4) receives a grade of at least a C+, although the final grade in a course in which an SWR paper is written can be lower;

(b) If the student seeks to satisfy the SWR through a paper course with the permission of a professor or through Directed Research (other than for a Law Review Note), the student must also complete an online, asynchronous course on the scholarly writing process during the SWR semester;[2]and

[2] This course, entitled Scholarly Writing Supplement, is available on the Canvas LMS platform. Students will be automatically enrolled following their first year. The course consists of five (5) lessons and takes approximately 5-6 hours to complete. Students must receive a 100% score for the quizzes of all five lessons to complete the course. Once completed, students will receive a certificate that must be given to their supervising faculty member so that the professor can certify course completion as a prerequisite to satisfaction of the Scholarly Writing Requirement.

(c) a supervising faculty member must comment on a first draft prior to submission of the final product and certify that the student satisfied all of the requirements of the SWR in paragraphs (a) and (b).

Ways to Satisfy the Requirement

Students may satisfy the SWR through one of the following courses:

(a) Scholarly Research and Writing (LRWR 1060), in which students receive instruction on the research and writing process for scholarly papers and may write a paper on any topic of interest to them;

(b) Paper Courses of 2 or more credits with the prior permission of the professor. If a student wishes to satisfy the SWR through a paper course, the student must obtain approval from the professor and submit the SWR Form, which is located under the Office of the Registrar Module on the Student Resource Hub on Canvas, to the Office of the Registrar before the designated deadline;

(c) Courses associated with journals:

  (1) Advanced Bankruptcy Research (BUSI 6030), which is prioritized for students on the American Bankruptcy Institute Law Review;

  (2) International Scholarly Research and Writing (INTL 5040), which is prioritized for students on the New York International Law Review;

  (3) Perspectives on Justice (INDR 2060), which is only available for students on the Journal of Civil Rights and Economic Development;

  (4) Scholarly Research & Writing: Real Property Law (LRWR 2010), which is prioritized for students on the New York Real Property Law Journal;

(d) Directed Research (DRRS 1000/1040), which requires the sponsorship of a faculty member prior to registering for the course. Directed Research is used by students on the Law Review to complete their notes and may also be used by other students, although it is recommended students enroll in either Scholarly Research and Writing or a paper course to satisfy the SWR. To register for Directed Research, the student must obtain approval from the supervising professor and submit the Directed Research Form, which is located under the Office of the Registrar Module on the Student Resource Hub on Canvas, to the Office of the Registrar prior to the end of the add/drop period. To fulfill the SWR through Directed Research, students must register for a 2-credit Directed Research.

Timing for Satisfying the Requirement

It is strongly suggested that students complete the SWR by the end of their second-to-last semester. Students who wait until their last semester to complete the SWR take a substantial risk that they will not be able to graduate on time because their final SWR submission did not satisfy the requirements of this section and it was not possible to complete the requirements by the degree-conferral date. This, in turn, impacts students' ability to sit for the bar exam as anticipated.

Course/Credit Designation Required for Graduation

Pursuant to ABA Standard 311(a), at least 64 credit hours of the 89 credit hours required for graduation shall be in courses that require attendance in regularly scheduled classroom sessions or direct faculty instruction. The following types of credit hours do not count toward satisfaction of the 64-credit hour minimum:

- Externship placement credits (but externship seminar credits do count)
- For external placements not in a Law School clinic, Pro Bono Scholars placement credits (but Pro Bono Scholars seminar and practice writing component credits do count)
- Practica credits
- Joint degree "crossover" course credits
- Co-curricular activity credits associated with leadership positions on journals, PTAI, Moot Court, or DRS (but credits for classes associated with co-curricular activities do count)
- Competition Team courses (ALSK 4025, 4035, 4045, and 4055)
- Directed research credits, including those taken in lieu of the Pro Bono Scholars seminar for students in that program

Additional Course Requirements

Advanced Analysis Coursework for Select Students.

Students may be required to complete Advanced Analytical Skills (AAS) during their 2L year of the J.D. program. AAS is a two-credit, one-semester course typically offered in the Fall semester. This course is designed to help support students academically and reinforce academic preparation skills for success. Selection for the AAS course is based on academic performance during the 1L year. Cumulative GPA and rank are primary considerations, though there is no predetermined minimum GPA for the AAS requirement. Students selected to complete this course are notified following completion of the 1L year.

Students may also be required to complete Applied Contracts Analysis during their 2L year of the J.D. program. Applied Contracts Analysis is a three-credit, one-semester course typically offered in the Spring semester. This course focuses on the principal application of principles to facts with less attention given to formation of contract principles or policy concerns. Selection for the Applied Contracts Analysis course is based on academic performance in Contracts and overall assessment of first-year academic performance, though there is no predetermined Contracts grade cutoff or minimum GPA for the Applied Contracts Analysis requirement. Students selected to complete this course are generally notified during the Fall semester of 2L year.

Students may be required to complete Applied Legal Analysis (ALA) I and II, which are designed to assist students in passing the bar exam. Selection for ALA I and II is based on cumulative academic performance prior to the student's final year in the program. Cumulative GPA and rank are primary considerations, though there is no predetermined minimum GPA for the ALA

requirement. Students are notified at the end of their 2L year (3L year for students on a Flex Reduced Credit program) if they are required to take ALA I and II.

Co-Curricular Course Requirements

Participation in any of the following co-curricular journals, organizations, and competition teams requires additional coursework. Students who accept an offer of membership must take the designated course in the required semester in the year they join the co-curricular to remain a member of that team or journal. Here is a list of co-curricular opportunities, the courses they require, and when the course is offered.

- American Bankruptcy Institute (ABI): Advanced Bankruptcy Research (Fall)
- Journal of Civil Rights and Economic Development (JCRED): Perspectives on Justice (Fall)
- Law Review: Directed Research (Fall)
- New York International Law Review (NYILR):
    - International & Foreign Legal Research (Fall) and
    - International Scholarly Research & Writing (Spring)
- New York Real Property Law Journal:
    - Research & Writing: Real Property Law (Fall)
    - Scholarly Research & Writing: Real Property Law (optional Spring)
- Dispute Resolution Society (DRS): Alternative Dispute Resolution (Fall pre-session)
- Moot Court Honor Society (MCHS): Appellate Advocacy – Moot Court (Fall)
- Polestino Trial Advocacy Institute (PTAI): Trial Advocacy – PTAI (Fall pre-session or Fall)

Juris Doctor Academic Policies and Special Programs

Maximum Period of Time for Completion of J.D. Requirements

The course of study for the J.D. degree must be completed 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.

Length of Program

Law students complete the JD degree in 3 years (expected time to graduate). Law students should enroll in a minimum of 12 credits a semester and are expected to take an average of 14-15 credits a semester to fulfill the 89-credit requirement for the JD within 3 years. There is a limit of 16 credits per semester including credits taken in the pre-session.

Law students in the Flex Reduced Credit program typically complete the degree in 4 years (expected time to graduate). Flex Reduced Credit students should enroll in a minimum of 8 credits

a semester and are expected to take an average of 10-11 credits a semester to fulfill the 89-credit requirement for the JD within 4 years. There is a limit of 11 credits a semester including credits taken in the pre-session for Flex Reduced Credit students.

Federal regulations establish enrollment requirements for purposes of federal reporting and eligibility for federal financial aid that differs from the Law School's internal tuition or enrollment definitions. For this purpose, Law students are defined as full time when enrolled for 9 and above credits and as half time when enrolled in at least 4.5 credits.

Questions regarding financial aid, including eligibility for and limits on federal loans should be directed to the Office of Student Financial Services. Tuition is charged at a per credit basis if enrolled in 7 or less credits and at a block rate for students enrolled in 8 to 11 credits and students enrolled in 12 to 18 credits. The Office of Student Financial Services can be contacted at studentfinancialserv@stjohns.edu.

Pre-Session and Summer Courses

Students are only permitted to take a single course during any pre-session. Pre-session courses are billed as part of the semester that follows the course, and count toward the overall maximum credits for the semester. For example, a class taken during the August pre-session is considered to be part of the fall semester. The total number of credits the student may take in the fall semester is 16, inclusive of the August pre-session course. These courses are taught in an intensive format that compresses what would normally be a semester's worth of material into a one to two-week format, and as a result, any student taking a pre-session course is taking a full course load in the pre-session. A course scheduled during the pre-session may require completion of readings or assignments done before or after the scheduled pre-session period, which must be completed and assessed before a final grade is assigned.

The summer session of seven weeks is normally scheduled from early June through late July. Students may take up to seven credits during the summer session to lighten their workload during the regular semester or to enrich their program by additional courses.

Limit on Number of Credits Per Semester

No student may enroll in more than 16 credits during the fall or spring semester unless the student obtains the consent of the Dean for Student Services or the Dean for Academic Affairs. Only 3Ls are eligible to seek consent, and only if they demonstrate a compelling reason for the exception. The 16-credit limit each semester **includes** credits taken in the pre-session.

Requirement to Provide Undergraduate Transcript

Incoming students must provide official transcripts from all previously attended colleges and universities, including a final transcript showing conferral of an undergraduate degree. Official transcripts submitted to the LSAC Credential Assembly Service satisfy this requirement. Pursuant to the American Bar Association Standards and Rules of Procedure for Approval of Law Schools, students who do not submit such transcripts by October 15 of their year of enrollment will be permitted to complete the current semester; however, the Law School will not permit the student to enroll in a subsequent semester until the student's official transcripts are on file. Students who matriculate at any other time than the fall semester must submit transcripts within four weeks of the first day of classes. In addition, the Law School may, through the Dean for Student Services, grant a reasonable extension of the submission deadline for extraordinary circumstances where, through no fault of the student, the student was unable to procure a transcript in time. If such extraordinary circumstances are present, documentation will be placed in the student's file.

Pro Bono Scholars Program

The New York Court of Appeals announced the launch of the Pro Bono Scholars Program in May 2014, which will enable students in their final year of law school to sit for the bar exam in February, rather than July, in exchange for working full-time in a qualified pro bono placement from March through the end of May. Participants will graduate in June and pending all other bar admission requirements, become licensed to practice law shortly thereafter. The character-and-fitness process will be fast-tracked for students in the program. For general information, please see the New York State Pro Bono Scholars website.

Eligibility and Requirement

To be eligible to participate in the Pro Bono Scholars Program, St. John's Law students:

- Must have a class rank in the top 60% of the class after the third semester, which must be maintained through the fourth semester. Students on a Flex Reduced Credit program must achieve a class rank in the top 60% of the class in the fifth semester, which must be maintained through the sixth semester;
- Must meet the **minimum credit requirement at the time of application**, based on the type of clinic through which they plan to participate:
    - **Partner Clinic:** Students must have **at least 59 credits by the end of the spring semester in which they apply**.
        - Credits required by the end of the spring semester: **At least 59**
        - Maximum credits during the final fall semester: **16**
        - Credits during the spring semester as a Pro Bono Scholar: **14**
    - **In-House Clinic:** Students must have **at least 60 credits by the end of the spring semester in which they apply**.
        - Credits required by the end of the spring semester: **At least 60**
        - Maximum credits during the final fall semester: **16**

    - Credits during the spring semester as a Pro Bono Scholar: **13**
- **Must** meet **one** of the following conditions regarding a clinic placement:
    - The student has already participated in the clinic in which they seek a Pro Bono Scholar placement, and the Clinic Director agrees to take them on as a Pro Bono Scholar during the student's final spring semester; **or**
    - If the student has not yet completed their desired Pro Bono Scholar clinic placement during their 2L year, they must apply to and complete that clinic in the fall of their 3L year, with the expectation of continuing in the clinic as a Pro Bono Scholar during their final spring semester (assuming the Clinic Director agrees to take them on as a Pro Bono Scholar during the student's final spring semester as well).
- May not serve on co-curricular program executive boards while participating in the Program;
- May not have registered for, or completed, a Law School practicum; and
- Successfully complete, by the end of the second-to-last semester, all degree requirements except for the Experiential Learning Requirement and total degree credits.

Application Procedure

Students must apply through the DiMartino/Smith Public Interest Center during the spring semester. Applicants will be required to complete an application form, which will also require a resume and a statement of interest. At the time of application, students must meet all eligibility requirements, including the applicable credit requirements.

Available Placements

With the Clinic director's approval, students can participate as a Pro Bono Scholar in the following clinics:

Bankruptcy Advocacy Clinic
Child Advocacy Clinic
Consumer Justice for the Elderly: Litigation Clinic
Defense and Advocacy Clinic
Domestic Violence Litigation Clinic
Economic Justice Clinic
Refugee and Immigrant Rights Litigation Clinic
Tenants' Rights Advocacy Clinic

Ineligible Clinic Placements
Securities Arbitration Clinic
Prosecution Clinic

Credit Hours and Requirements

Participating students may be awarded between 13 and 14 credits total during their PBSP semester. There are two placement components (each 6 credits). The first is graded pass-fail, while the

second is assigned a letter grade by the faculty supervisor. If placed at a partner Clinic for the full year, students must also participate in the Pro Bono Scholars Program Seminar (2 credits).

If the student participated in a single semester in-house or partner Clinic previously and attended the seminar, students are required to take Directed Research for 1 credit. If the student takes the two placement components and the Pro Bono Scholars Program Seminar, the student will receive 14 credits and must complete at least 540 hours over the 12 weeks of the placement, inclusive of the time spent attending the Seminar. If the student takes the two placement components and Directed Research, the student will receive 13 credits and must complete at least 520 hours over the 12 weeks of the placement, inclusive of the time spent on the Directed Research paper.

In addition, during the fall semester immediately preceding participation in the Pro Bono Scholars Program, Scholars must complete 42.5 program hours. These hours are designed to help prepare students for their clinic work in the spring semester while also reducing the amount of work required during the program itself. Once the spring program is completed, the 42.5 hours will count toward the total required hours for the Pro Bono Scholars Program, which is either 520 or 540 hours depending on the clinic placement. The specific ways students may complete the 42.5 hours are determined each year by the Clinic Office and the DiMartino/Smith Public Interest Center.

For updates, please refer to the DiMartino/Smith Public Interest Center Canvas course.

Joint Degrees

The Law School offers three joint degree programs: the J.D./M.B.A. in Accounting and Business Administration and the J.D./MS in Accounting, both with the Tobin College of Business; and the J.D./M.A. in Government and Politics, offered with St. John's College of Liberal Arts and Sciences. Applicants for admission to the joint degree programs must gain admission both to the School of Law and to the relevant graduate program and must also apply for the joint degree at the Law School. The Dean for Academic Affairs reviews and approves applications for any joint degree program. Prior to submitting an application, students are required to meet with Charles Hill (hillc@stjohns.edu) to discuss the program sought.

Note: Students must secure admission to the second-degree program before entering the final year of the J.D. program. This rule does not apply to the J.D./LLM in Bankruptcy. Information on the J.D./LLM in Bankruptcy program is found below.

For the first year, students pursue the curriculum in the School of Law exclusively. During the second and third years, students must have at least a 3.0 GPA in the Law School to pursue the joint degree.

Any student who is accepted to a joint degree program must register for at least twelve academic credits per semester that are eligible towards the J.D. degree.

The J.D. is designed to be completed in 3 years. The M.B.A. degree is designed to be completed in 2 years. Students should be advised that they will not likely be able to complete the requirements for both programs in the three-year period designed to complete the J.D. degree.

For the J.D./M.B.A. program and the J.D./M.S. program, the Law School will accept up to 9 credits taken in Tobin toward the J.D. For the J.D./M.A. program, the Law School will accept up to 9 credits taken in the St. John's College Department of Government and Politics. These "crossover" credits transfer to the J.D. on a pass-fail basis and do not count towards the Law School cumulative GPA. Approved crossover courses are listed on the https://www.stjohns.edu/law/academics/office-registrarOffice of the Registrar module on the Student Resource Hub on Canvas. Students interested in a joint degree should speak with a representative from the other program to determine how many Law School credits will be counted towards that degree.

For further information on these programs, contact the Dean for Academic Affairs or Registrar.

Summer Abroad Programs

The Summer Abroad Programs are open to J.D. candidates in U.S. law schools, to students in international law schools, and to U.S. and international law graduates interested in improving their knowledge of international and comparative law. St. John's offers a summer program in Rome, Italy. All current students must be in good academic standing to participate in a summer program abroad. Summer sessions may be funded with financial aid.

Guidelines for Awarding Academic Credit for: (A) Courses Based Primarily on A Research Paper; (B) Directed Research (C) Academic Activities

(a) Courses based primarily on a research paper. In all courses in which the final grade is based primarily on a research paper, students shall be required to submit a writing or writings of substantial quality. A writing is of substantial quality if it is well written, supported by authority where appropriate, and demonstrates analytical ability. Unless otherwise indicated in the particular course description, it is expected that courses in which students receive three credits shall require that students submit a writing or writings totaling at least 8000 words in length (approximately thirty pages) inclusive of footnotes, absent extraordinary circumstances. It is expected that courses in which students receive two credits or fewer shall require that students submit a writing or writings totaling at least 5400 words in length (approximately twenty pages) inclusive of footnotes, absent extraordinary circumstances; provided, however, the student may, with the professor's permission, submit an 6700-word writing for the purpose of seeking satisfaction of the Scholarly Writing Requirement.

(b) *Directed Research*. The course in Directed Research is designed to afford students the opportunity to prepare a major research paper of publishable quality under the direction of a faculty adviser who has expertise in a particular area of the law. Students are responsible for obtaining the

sponsorship of a faculty member prior to registering for the course. Students must submit a Directed Research Form to the Office of the Registrar prior to the end of the semester drop/add period.

To receive a passing grade for Directed Research, a student must keep a detailed log of time that demonstrates that the student worked at least 90 hours (2-credits) or 45 hours (1-credit) on the project, including time spent researching a topic, creating an outline, drafting the paper, re-writing the paper, and meeting with the professor or a research librarian, as well as any other preparatory steps required by the professor. The professor is responsible for reviewing the student's log before assigning a grade and certifying that the student completed the requisite amount of time. Students must submit a writing totaling at least 5,400 words in length (approximately twenty pages) inclusive of footnotes.

For a student to use Directed Research to satisfy the Scholarly Writing Requirement, the directed research project must satisfy all the minimum requirements for scholarly writing set forth in the Student Handbook, including the submission of a final writing of at least 6,700 words in length (approximately twenty-five pages), inclusive of footnotes. Students must register for a 2-credit Directed Research (DR 1000, 1040) to satisfy the SWR. Pre-requisite: LEGAL WRITING II.

As with any course, Directed Research may be taken only once in a student's academic program. However, students may take Directed Research as part of the Pro Bono Scholars Program even if they have previously taken Directed Research.

(c) Academic activities. A student can receive academic credit awarded for service on the senior board of an academic activity from only one such activity during the student's career at the Law School. If a student is serving on more than one senior board, the student may take the credits attributable to the position that will provide the greatest number of credits.

Academic Credit for Co-Curricular Activities

Academic credit is available to senior students for participation in co-curricular activities in the following capacities:

- On the editorial boards of the Law Review/Journal of Catholic Legal Studies, the American Bankruptcy Institute Law Review, the Journal of Civil Rights and Economic Development, the New York International Law Review, and the New York Real Property Law Journal;
- On the Executive Board of the Moot Court Honor Society;
- On the Executive Board of the Frank S. Polestino Trial Advocacy Institute; and
- On the Executive Board of the Dispute Resolution Society

Students are eligible to receive academic credit for these activities as authorized by the Faculty Advisor(s) to the respective organization and the Academic Dean. The maximum number of credits that may be authorized for each organization is as follows:

Organization	Total Credits
Law Review / Journal of Catholic Legal Studies	90
American Bankruptcy Institute Law Review	72
Journal of Civil Rights and Economic Development	72
New York International Law Review	72
New York Real Property Law Journal	72
Moot Court Honor Society	52
Frank S. Polestino Trial Advocacy Institute	52
Dispute Resolution Society	52

The following administrative procedures have been adopted to implement the policy allowing academic credit for co-curricular activities as set forth above:

1. Prior to the election or appointment of students to positions in these organizations, the Editor-in-Chief or Executive Director of the respective co-curricular shall submit to the Faculty Advisor a list of positions receiving academic credit and the number of credits assigned to each, and shall make this list known to the members of each organization. This list must be approved by the respective Faculty Advisors. No position in any co-curricular shall receive more than four credits per year.

2. At the beginning of the Fall and Spring semesters, the Editor-in-Chief or Executive Director of the respective co-curricular shall provide the Office of the Registrar with the names and titles of the students eligible for academic credit. This list must be approved by the Faculty Advisor.

3. Eligible students will be registered for academic credit in accordance with the following guidelines:

(a) All eligible students who are entitled to two (2) or more credits are required to reserve at least one (1) credit for the spring semester. If the eligible student is entitled to one (1) credit for the academic year, that credit must be reserved for the spring semester. Each Board Credit allocated requires documentation of at least 45 hours of work, as set forth in paragraph 5 below. While you may allocate more than 1 credit to the spring semester, students should consider allocating their credits to align, to the extent possible, with the semester in which they will actually be performing the board obligations supporting the credits. Work performed in the summer may be counted towards the fall semester obligations, and any work performed in the summer and fall that exceed the work required for the credits allocated to the fall semester may be applied to the spring semester

(b) In the event that an eligible student is severely disadvantaged by the provisions of paragraph (a), the Editor-in-Chief or Executive Director of the respective co-curricular may request an administrative waiver of this requirement.

4. A student can receive academic credit awarded for service on the senior board of a co-curricular from only one such activity during the student's career at the Law School and only during one academic year. A student may serve in another such position but will not receive academic credit a second time. If a student is serving on more than one co-curricular board, the student may take the credits attributable to the position that will provide the greatest number of credits.

5. To receive a passing mark for a leadership position in a co-curricular, a student must keep a detailed log of time that demonstrates that the student worked at least 45 hours per credit received. The faculty advisor is responsible for reviewing the student's log before certifying that the student completed the requisite amount of time. This function may not be delegated to a student leader of the co-curricular.

Policy on External Competitions

1. With the exception of the situations set forth in paragraph 2 of this policy statement, all students competing in external dispute resolution competitions must be members of the Dispute Resolution Society (DRS), all students competing in external moot court competitions must be members of the Moot Court Honor Society (MCHS), all students competing in external trial advocacy competitions must be members of the Polestino Trial Advocacy Institute (PTAI).

2. Subject to the approval of the Dean for Academic Affairs, the faculty advisors to the MCHS may permit a student who is not a MCHS member, but who is a member of APALSA, BLSA, LALSA, OUTLaws, or SALSA to enter a moot court competition if the faculty advisors find that approved persons are available to assist such student to prepare for the competition. A student who is not a member of MCHS may participate in international moot court competitions under the direction of the Center for International and Comparative Law (CICL) or the Denise '90 and Michael '91 Mattone Center for Law and Religion (CLR). An LL.M. student may participate in an LL.M.-only moot court competition under the direction of the Office of Graduate Studies. Likewise, subject to the approval of the Dean for Academic Affairs, the faculty advisors to the PTAI may permit a student who is not a PTAI member, but who is a member of APALSA, BLSA, LALSA, OUTLaws, or SALSA to enter a trial advocacy competition if the faculty advisors find that approved persons are available to assist such student to prepare for the competition. Likewise, subject to the approval of the Dean for Academic Affairs, the faculty advisors to the DRS may permit a student who is not a DRS member, but who is a member of APALSA, BLSA, LALSA, OUTLaws, or SALSA to enter a dispute resolution competition if the faculty advisors find that approved persons are available to assist such student to prepare for the competition.

3. Notice of this policy shall be included in the Student Handbook, and the faculty advisors to MCHS, PTAI, and DRS shall devise a procedure for non-member students to apply for the permission and decanal approval required by the preceding paragraph.

Academic Credit for External Competitions

Students are eligible to receive academic credit for participation in external competitions. To receive credit, students must be enrolled in the appropriate Competition Course: Competition Team: Dispute Resolution (ALSK 4025); Competition Team: International (ALSK 4035); Competition Team: Mock Trial (ALSK 4045); or Competition Team: Moot Court (ALSK 4055). To be enrolled in the course, students must be approved by the faculty advisor for CICL, CLR, DRS, MCHS, or PTAI, as appropriate. To receive a passing mark for the competition course, a student must keep a detailed log of time that demonstrates that the student worked at least 45 hours preparing for and competing in the competition. The faculty advisor or competition coach is responsible for reviewing the student's log before certifying that the student completed the requisite amount of time. Each course may be repeated if a student competes more than once, however, a student may not register for more than one competition course per semester and may not register for more than four competition courses in total.

Academic Credit for Clinics and Externships

Students are eligible to receive academic credit for participation in clinical programs and externships as authorized by the clinical faculty and externship faculty, respectively. A student may not enroll in a clinical program and an externship in the same semester.

Prior to accepting a position in a clinic, a student must disclose any employment outside the law school that will take place simultaneously with their clinical work to the clinical faculty and have this employment arrangement approved by the clinical faculty. Clinical students have a continuing obligation to disclose any outside employment to the clinical faculty while enrolled in the clinic. Outside employment includes, but is not limited to, volunteer or pro bono work, paid or unpaid internships, externships obtained outside the St. John's externship program, and traditional employment for pay, whether legal or non-legal.

Similarly, in order to work while simultaneously participating in the Externship Program, students must disclose this employment to and obtain approval from the externship Mentor-Attorney, the proposed workplace supervisor, and the Career Development Office.

Outside Employment While in Law School

At St. John's University School of Law, we believe students should be focused primarily on their law school studies. With that belief, we strongly recommend that first year students not work outside of the law school and that upper-class students work no more than 20 hours per week outside of the law school.

Changing to or From a Flex Reduced Credit Program

Students in the Flex Reduced Credit Program may request to take additional credits for a semester, or request to be removed from the program. Requests to be removed from the program require a minimum grade point average of 2.50 at the end of the second semester or later, and 3.00 at the end of the first semester. Assuming a student meets the minimum academic requirement, a request will be granted provided that the student accepts whatever scheduling changes may be required.

Students wishing to take a reduced credit load for a semester should schedule a meeting with the Dean for Student Services.

Transfer to the J.D. Program from Other ABA-Approved Schools

St. John's Law may admit students from other ABA-approved schools to transfer to the J.D. Program who have completed their first year of law school. Transfer credits are accepted as pass/fail and will not be included in the transferring student's cumulative grade-point average at St. John's. The Dean for Student Services will review the transferring student's transcript and determine which equivalent St. John's degree requirements have been satisfied. A student may transfer a minimum of 22 credits and a maximum of 45 credits to the new J.D. program. Credit will not be transferred for distance learning courses. Differences in programs and courses, as well as scheduling difficulties, may result in the loss of some credit, although most applicants find that the vast majority or all of their credits transfer, provided they have earned grades of C or higher.

Transfer students are eligible to apply to co-curricular programs such as journals and competition teams in the spring and summer following their year of transfer. Transfer students may be required to take advanced analysis courses, such as Advanced Analytical Skills or Applied Contracts Analysis.[3] Please see the above section on Additional Course Requirements for information about those courses.

Transfer between Master of Laws (LL.M.) and Juris Doctor Degree Program

Students in the United States Legal Studies or Transnational Legal Practice Master of Laws (LL.M.) program wishing to transfer to the Juris Doctor degree program after completing their LL.M. should refer to the Master of Laws/Juris Doctor Transfer Degree section of this Handbook, below. Students who transfer from the LL.M. to the J.D. program are required to meet the graduation requirements for their year of matriculation into the J.D. program.

[3] This applies to students who transfer to St. John's Law from other institutions. Students who transfer from the LL.M. program to the J.D. program generally do not add these requirements.

Students in the Juris Doctor program wishing to pursue a specialty LL.M. degree in Bankruptcy or Real Estate should refer to the "J.D./LL.M. Combined Degree Option" subsection of the LL.M. in Bankruptcy or LL.M. in Real Estate description in this Handbook, below.

The Master of Laws (LL.M.) in Bankruptcy

Although sometimes thought of as a specialty, bankruptcy is quite generic in nature. Virtually every legal discipline is affected by bankruptcy. Successful bankruptcy practice therefore requires not only specialized knowledge of the complexities of the Bankruptcy Code and Rules, but also knowledge of a broad range of discrete substantive areas — including accounting, taxation, real estate, securities, finance and domestic relations — as they apply to bankruptcy cases. At the same time, expertise in bankruptcy does not always afford the global outlook needed for effectively handling bankruptcy cases in these and other areas.

As a result, many large firms often form teams of lawyers with expertise in the various disciplines involved in any particular case. The team approach, however, may not provide a completely satisfactory solution unless there are members of the team with broad enough multidisciplinary perspectives to integrate the bankruptcy issues with the other legal disciplines involved.

With this in mind, St. John's LL.M. in Bankruptcy is designed to be multidisciplinary in nature — integrating elements of legal disciplines into the curriculum in a way that will permit the graduate to see and understand the interrelationship between bankruptcy and other substantive areas of the law — even where expert advice must be brought in to provide the direction required in seeking such advice. Students will be given intensive advanced training, both in bankruptcy law and in related subjects as they apply to bankruptcy — training generally unavailable at the J.D. level. Graduates will thus be in a position to make a major contribution to any law office in which they practice, and to make significant contributions to the development and administration of the bankruptcy laws of the nation.

The LL.M. in Bankruptcy is also unique among master's programs. It is the only master's program in the nation devoted to bankruptcy law. More important, it is a distinctly different type of program. Our goal is to produce a special kind of bankruptcy lawyer. We do that by providing advanced courses that cover the full range of bankruptcy subjects and that are taught by leading experts in the bankruptcy field. We also help students build important long-lasting professional relationships with their professors, fellow students, and our successful alumni.

Credit Hours

In order to receive an LL.M. in Bankruptcy degree, students are required to complete 24 credit hours.

Minimum GPA

A minimum 3.0 GPA is required for graduation. A student falling below a 3.0 GPA in any one semester will be subject to immediate dismissal from the program.

Length of Program

The program must be completed within four years. Students typically complete the program in one year, while students on a Flex Reduced Credit program may complete the program in two or three years. Students must register for maintaining matriculation and pay a maintaining matriculation fee for each semester in which they are not registered for classes. A student who fails to register for maintaining matriculation and pay the fee may be dismissed from the LL.M. program.

Required Courses

Students who have taken a required or elective course, or a similar course, as part of the J.D. degree, may not take such a course in connection with the LL.M. program unless enrolled in the J.D./LL.M. combined degree described below. Incoming LL.M. students who have taken a required or elective course, or a similar course, as part of their J.D. degree, or have significant experience in the subject matter of a particular course can request that said course be waived. Where a required course is not taken, a suitable substitute elective will be selected by the student, subject to approval by the Director for Graduate Academic Programs or Dean for Academic Affairs.

Students will be required to complete at least two of the following three courses:

- Business Bankruptcy Reorganizations
- Consumer Bankruptcy
- Creditors' Rights

Elective Courses

For the remaining elective credits, students can select from a wide array of specialized LL.M.-level bankruptcy courses. The list of current elective courses is available on the LL.M. website. Although nearly all LL.M. students limit their coursework to bankruptcy LL.M. courses, additional electives are available from both the regular J.D. curriculum and the M.B.A. curriculum of St. John's Peter J. Tobin College of Business. For the current listing of J.D. and M.B.A. courses that may be appropriate for LL.M. students, visit the LL.M. in Bankruptcy website.

J.D./LL.M. Combined Degree Option

Qualified J.D. students may complete the requirements for both the J.D. and LL.M. in Bankruptcy degrees in as little as seven semesters of study. J.D. students who have completed at least 54 J.D. credit hours are eligible to apply for and may be admitted to the LL.M. in Bankruptcy program. Up to 15 hours of credit earned in LL.M. in Bankruptcy courses as a J.D. student may be counted towards the 24 credit hours required for the LL.M. in Bankruptcy.

For Further Information

Academic questions about the LL.M. in Bankruptcy may be directed to the Director for Graduate Academic Programs. Questions about student services, including student programming, resources, and University and Law School policies and procedures, may be directed to the Dean for Student Services. Questions about the admissions process should be directed to llm@stjohns.edu.

Details about the LL.M. in Bankruptcy program can be found on the St. John's University School of Law website under Academics.

The Master of Laws (LL.M.) in Real Estate

The goal of the Real Estate LL.M. program is to offer U.S. and foreign-trained lawyers a course of study that will enhance their ability to practice successfully as real estate lawyers in a multitude of practice settings throughout the United States. Today, the work of real estate lawyers is far more complex and multifaceted than it was several decades ago. These changes to real estate law practice are attributable to several factors, including the growth of the real estate public and private capital markets and increased public regulation of real property and the transfer and financing thereof. T effectively advise their clients, real estate lawyers need to know key doctrine in each of these substantive areas. In addition, to help solve the web of legal and business problems that surround a modern commercial real estate transaction, real estate lawyers must be able to comprehend the overall business context of, and understand the business case for, the transaction. A real estate lawyer who has an interdisciplinary knowledge of the legal doctrine and business aspects of a transaction can add value to their clients' transactions and tends .M. program is designed to produce just these kinds of attorneys.

Located in Queens, New York, one of the most diverse places in the world and one of the five boroughs of New York City, the global epicenter of real estate development, investment and finance, St. John's provides the perfect launching pad for a career practicing real estate law.

Real Estate LL.M. students learn real estate law doctrine and practice in an array of advanced real property law courses, gain insights into cutting-edge issues impacting the real estate law bar and industry through our robust roster of special events, form networking connections and friendships with some of our thousands of alumni in the real estate industry, and have the opportunity to gain hands-on experience with the practice of real estate law through our diverse externship and internship offerings. The resources of the Mattone Family Institute for Real Estate Law, the Law School's focal point for real estate law instruction and programming, including individualized career development support, are available to our Real Estate LL.M. students starting from their first day on campus.

Credit Hours

In order to receive an LL.M. in Real Estate degree, students are required to complete 24 credit hours.

Minimum GPA

A minimum 3.0 GPA is required for graduation. A student falling below a 3.0 GPA in any one semester will be subject to immediate dismissal from the program.

Length of Program

The program must be completed within four years. Students typically complete the program in one year, while students on a Flex Reduced Credit program may complete the program in two or three years. Students must register for maintaining matriculation and pay a maintaining matriculation fee for each semester in which they are not registered for classes. A student who fails to register for maintaining matriculation and pay the fee may be dismissed from the LL.M. program.

Required Courses

Students who have taken a required or elective course, or a similar course, as part of the J.D. degree, may not take such a course in connection with the LL.M. program. A required course may be waived for students with significant experience in the subject matter of a particular course. Where a required course is not taken, a suitable substitute elective will be selected by the student, subject to approval by the Director for Graduate Academic Programs or the Dean for Academic Affairs.

The required courses for the LL.M. degree are:

- Real Estate Transactions (taken in the students' first semester of study)
- Advanced Topics in Real Estate Law (taken in the student's final semester of study)

Elective Courses

For the remaining elective credits, students can select from (i) Real Estate Elective Courses, (ii) Designated Elective Courses, and (iii) with permission of the Program Director, a maximum of six credit hours of elective courses at the Tobin School of Business. The Required Courses and Real Estate Elective Courses must comprise at least 14 of the 24 credit hours. Students may take other J.D. or M.B.A. courses with permission where the course is necessary in connection with the student's thesis or contemplated area of expertise. Students are free to take electives in any semester (subject to satisfaction of pre-requisites), except that Real Estate Transactions must be taken in the first semester and Advanced Topics in Real Estate must be taken in the final semester. For the current listing of J.D. and M.B.A. courses that may be appropriate for LL.M. students, visit the LL.M. in Real Estate website.

J.D./LL.M. Combined Degree Option

Qualified J.D. students may complete the requirements for both the J.D. and LL.M. in Real Estate degrees in as little as seven semesters of study. J.D. students who have completed at least 54 J.D. credit hours are eligible to apply for and may be admitted to the LL.M. in Real Estate program. Up to 15 hours of credit earned in LL.M. in Real Estate courses as a J.D. student may be counted towards the 24 credit hours required for the LL.M. in Real Estate.

For Further Information

Academic advising questions about the LL.M. in Real Estate may be directed to the Director for Academic Advising/Graduate Academic Programs. Questions about student services, including student programming, resources, and University and Law School policies and procedures, may be directed to the Dean for Student Services. Questions about the admissions process should be directed to llm@stjohns.edu.

Details about the LL.M. in Real Estate program can be found on the St. John's University School of Law website under Academics.

The Master of Laws (LL.M.) in U.S. Legal Studies

The LL.M. in U.S. Legal Studies is tailored for graduates of international law schools who intend to seek admission to the New York Bar. Students who have completed this LL.M. degree include practicing international attorneys, recent graduates from international law schools, and naturalized citizens and permanent residents of the U.S. who hold law degrees from international universities. The program provides full exposure to the core subjects of U.S. and New York law and the skills essential to an American lawyer. Students have the extraordinary opportunity to exchange knowledge and experiences with other St. John's students and faculty. The presence of qualified and experienced international-trained lawyers within the St. John's Law community also provides J.D. students with valuable exposure to comparative law concepts and to international legal practice.

The LL.M. in U.S. Legal Studies provides international-trained lawyers with an invaluable opportunity to immerse themselves in the study of U.S. law in English, develop their practical skills through intensive instruction in legal research and writing, and choose from a wide variety of courses taught by some of the most accomplished professors in New York. The LL.M. in U.S. Legal Studies is fully compliant with the New York Court of Appeals' requirements for LL.M. programs qualifying international-trained lawyers to sit for the New York Bar Exam.

Credit Hours and Minimum GPA

To receive an LL.M. degree in U.S. Legal Studies, students must complete 24 credit hours and maintain a cumulative GPA of at least 2.1. These 24 credits are comprised of required courses, bar-tested courses, skills courses, and electives.

Length of Program

Students must complete the program within two years of enrollment. Students may begin the U.S. Legal Studies program in August or January.

Students typically complete the program in one year, while students on a Flex Reduced Credit program may complete the program in two years. Students may enroll in a maximum of 16 credits per semester. Students on a Flex Reduced Credit program must enroll in one introductory course and one legal research, analysis and writing course in the first semester.

Due to the intensity and rigor of this program, we recommend that students not work. Students who choose to work must comply with all U.S. immigration and employment regulations.

Students on an F-1 visa must remain enrolled in a minimum of 9 credits per semester to maintain full-time status, excluding summer registration and registration during a student's final semester. Questions about eligibility for a reduced course load may be directed to the Director for Graduate Academic Programs.

Required Courses

Students must complete the following courses:

- Professional Responsibility or Professional Responsibility: Global Context
- Introduction to U.S. Law and Lawyering
- Legal Research, Analysis, and Writing for International LL.M.s I and II[4]
- Foundational Doctrine & Skills: Constitutional Law, Criminal Law, Criminal Procedure
- Foundational Doctrine & Skills: Real Property and Civil Procedure

Skills Courses

Students must complete a minimum of 3 credits in skills-based courses:

- Advanced Interviewing & Counseling
- Drafting: Contracts
- Drafting: Practice Documents (may be taken in both Fall and Spring)
- Introduction to Advocacy for LL.M.
- Lawyering Across Borders
- TPS – International Business Transactions
- TPS – International Law

Elective Bar-Tested Courses

Students may take courses in subjects tested on the New York bar examination or the New York Law Examination as electives:

- Business Organizations
- Civil Procedure
- Civil Rights & Civil Liberties
- Constitutional Law
- Contracts
- Criminal Law
- Criminal Procedure: Adjudication
- Criminal Procedure: Investigation
- Evidence
- Family Law
- New York Civil Litigation Practice
- New York Criminal Practice

[4] Students who are native or bilingual English speakers may request a waiver from Legal Research, Analysis, and Writing for International LL.M.s I, with approval being required from the Director for Graduate Academic Programs.

- Property
- Torts

Additional Electives
If a student wishes to enroll in elective courses outside of the courses set forth above, they will be required to seek approval from the Director for Graduate Academic Programs or the Dean for Academic Affairs.

Grading

Grades for students in the LL.M. in U.S. Legal Studies reflect their mastery of the subject matter and skills taught in the course and take into account any lack of native-speaker proficiency with the English language. A grade point average of 2.1 is required for graduation. Grades for students in the program should generally fall in the A to C+ range, although lower or higher grades may be awarded when warranted. LL.M. students in J.D. classes are to be graded separate and apart from J.D. students and will not be part of the J.D. class curve (if any), so their scores will have no impact on the J.D. Guidelines on Grades.

For Further Information

Academic advising questions about the LL.M. in U.S. Legal Studies may be directed to the Director for Graduate Academic Programs. Questions about student services, including student programming, resources, and University and Law School policies and procedures, may be directed to the Dean for Student Services. Questions about the admissions process should be directed to llm@stjohns.edu.

Details about the LL.M. in U.S. Legal Studies program can be found on the St. John's University School of Law website under Academics.

The Master of Laws (LL.M.) in Transnational Legal Practice

The LL.M. in Transnational Legal Practice (TLP) is designed to train students in the rapidly expanding cross-border practice of law, to educate students within the New York City legal community — the center of global legal practice — and to enhance non-native English-speaking students' skills in practicing law in English, the *lingua franca* of the global legal profession. The LL.M. in Transnational Legal Practice is not always a qualifying degree to sit for the New York Bar Examination but it can be if a student enrolls in the New York Bar pathway.

Credit Hours and Minimum GPA

In order to receive an LL.M. degree in Transnational Legal Practice, students must complete 24 credit hours and maintain a cumulative GPA of at least 2.1. These 24 credits are comprised of required core courses, electives, and any additional courses required for a select track.

Length of Program

Students must complete the program within two years of enrollment, but most students complete the program in one academic year. Students who might benefit from a lighter course load each semester, or who wish to add courses to their degree, may request to complete the degree program in three semesters. Students may begin the TLP program in August or in January.

Students may enroll in a maximum of 16 credits per semester. Students on an F-1 visa must remain enrolled in a minimum of 9 credits per semester to maintain full-time status, excluding summer registration and registration during a student's final semester. Questions about eligibility for a reduced course load may be directed to the Director for Graduate Academic Programs.

Requirements for the TLP Degree, Track One

Required Courses:

- Legal Research, Analysis, and Writing for International LL.M.s I and II[5]
- Introduction to U.S. Law and Lawyering
- International Law
- International Business Transactions
- TPS – International Business Transactions

Elective Courses:

- International Commercial Arbitration
- International Environmental Law

[5] Students who are native or bilingual English speakers may request a waiver from Legal Research, Analysis, and Writing for International LL.M.s I, with approval being required from the Director for Graduate Academic Programs.

- International Human Rights Law
- International Litigation & Dispute Resolution
- International Trade Law
- National Security and the Law
- Space Law
- TPS – International Law
- Transaction in Emerging Markets
- Transnational Legal Practice – Public International Law and Institutions
- Transnational Legal Practice – Cross Boarder Transactions and Dispute Resolution

Additional Electives
Students may consult their academic advisor at the beginning of their program and at least once per semester about their academic goals to identify available elective courses. If a student wishes to enroll in courses outside of the courses set forth above, they will be required to seek approval from the Director for Graduate Academic Programs or the Dean for Academic Affairs.

Requirements for the TLP Degree, Track Two

Required Courses:
- Legal Research, Analysis, and Writing for International LL.M.s I and II[6]
- Introduction to U.S. Law and Lawyering
- Professional Responsibility or Professional Responsibility: Global Context

Bar Tested Courses
Students must complete a minimum of 6 credits in courses in subjects tested on the New York bar examination or the New York Law Examination:
- Business Organizations
- Civil Procedure
- Civil Rights & Civil Liberties
- Constitutional Law
- Contracts
- Criminal Law
- Criminal Procedure: Adjudication
- Criminal Procedure: Investigation
- Evidence
- Family Law
- Foundational Doctrine & Skills: Constitutional Law, Criminal Law, Criminal Procedure
- Foundational Doctrine & Skills: Real Property and Civil Procedure
- New York Civil Litigation Practice
- New York Criminal Practice

[6] Students who are native or bilingual English speakers may request a waiver from Legal Research, Analysis, and Writing for International LL.M.s I, with approval being required from the Director for Graduate Academic Programs.

- Property
- Torts

Skills Courses
Students must complete a minimum of 3 credits in skills-based courses:

- Advanced Interviewing & Counseling
- Drafting: Contracts
- Drafting: Practice Documents (may be taken in both Fall and Spring)
- Introduction to Advocacy for LL.M.
- Lawyering Across Borders
- TPS – International Business Transactions
- TPS – International Law

Elective Courses:

- International Business Transactions
- International Commercial Arbitration
- International Environmental Law
- International Human Rights Law
- International Law
- International Litigation & Dispute Resolution
- International Trade Law
- National Security and the Law
- Space Law
- Transaction in Emerging Markets
- Transnational Legal Practice – Public International Law and Institutions
- Transnational Legal Practice – Cross Border Transactions and Dispute Resolution

Additional Electives
If a student wishes to enroll in elective courses outside of the courses set forth above, they will be required to seek approval from the Director for Graduate Academic Programs or the Dean for Academic Affairs.

Grading

Grades for students in the LL.M. in Transnational Legal Practice reflect their mastery of the subject matter or skills taught in the course and takes into account any lack of native-speaker proficiency with the English language. A grade point average of 2.1 is required for graduation. Grades for students in the program should generally fall in the A to C+ range, although lower or higher grades may be awarded when warranted. LL.M. students in J.D. classes are to be graded separate and apart from J.D. students and will not be part of the J.D. class curve (if any), so their scores will have no impact on the J.D. Guidelines on Grades.

For Further Information

Academic advising questions about the LL.M. in Transnational Legal Practice may be directed to the Director for Graduate Academic Programs. Questions about student services, including student programming, resources, and University and Law School policies and procedures, may be directed to the Dean for Student Services. Questions about the admissions process should be directed to llm@stjohns.edu.

Details about the LL.M. in Transnational Legal Practice program can be found on the St. John's University School of Law website under Academics.

The Master of Laws/Juris Doctor Transfer

The LL.M./J.D. program allows for a select group of LL.M. graduates to continue on to receive the J.D. degree, with the LL.M. year counting as free electives towards the J.D. A full-time student in the program completes both degrees in a total of three years. (The LL.M. is awarded *en passant* after the first year; the conferral of the J.D. degree occurs two years after that.) The program provides students with a deeper understanding of American law and opens up the option of taking the bar exam in a state other than New York.

Students who participate in the program function, in essence, as transfer students. They receive advanced standing credits for some or all of their LL.M. coursework and, since they are not first year students, under ABA Standard 503 they are not required to take the LSAT. Because of the strict admissions criteria, it is expected that this program will appeal to only a small number of students per year.

Admissions Criteria

There is a two-part application process to this program:

1. A student applies to the TLP or USLS LL.M. program.

2. A student applies for admission to the J.D. during the second semester of their LL.M. studies. At that time, the student must be on pace to complete successfully their LL.M. studies with a recommended minimum GPA of 3.5 and grades of B or better in the J.D. courses they are enrolled in as LL.M. students. Students who have achieved the 3.5 GPA upon the completion of one semester (or at least 12 credits within two semesters) will be eligible at that time to apply for the LL.M./J.D. Program at the beginning of their second or third semester; however, a decision will not be rendered until all final grades are available to the Committee. Two letters of recommendation from St. John's Law faculty are required, one of which must be from a faculty member not affiliated with the LL.M. programs.

If selected, admission to the J.D. program will be conditioned upon successful completion of the final LL.M. semester and maintenance of a minimum GPA of 3.5 on the LL.M. grading curve or an exception to the minimum GPA requirement is granted by the Admissions Committee.

Application Process

A representative from the Office of J.D. Admissions will facilitate the LL.M. to J.D. Transfer application process each spring. Students may be admitted to begin the J.D. program in the fall semester only. The J.D. Admissions Committee will specifically consider, among other things, the candidate's potential to pass a bar examination in a U.S. jurisdiction, in particular the New York Bar examination if the student contemplates practicing in New York. The J.D. Admissions Committee will review the transfer applications immediately after grades are posted in June and inform applicants of their final admission or denial at that time.

Transfer of Credit

Once an applicant has been successfully admitted into the LL.M./J.D. Program, the student may transfer a minimum of 24 and a maximum of 30 credits earned during the LL.M. program. For courses taken in the J.D. program, transfer credit will be awarded only for courses in which the applicant received a grade of B or higher. For courses taken in the LL.M. program, the Dean for Academic Affairs or Dean for Student Services will determine whether the grade received in such courses is sufficient for the awarding of transfer credit. In no instance will transfer credit be awarded for a grade in a course below a C+. As with any transfer credits, all LL.M. credits will be transferred as pass/fail only. The number of accepted transfer credits—along with a student's willingness to take Summer classes—will impact the date of graduation from the J.D. program.

Coursework

Students in the LL.M./J.D. Program must take all required J.D. courses and meet all other J.D. graduation requirements. Students may not repeat any courses during their J.D. program for which they have received transfer credit. In addition, all LL.M./J.D. Program students will be required to take the J.D. section of Applied Legal Analysis unless the Dean for Academic Affairs waives this requirement for good cause shown. A student who has successfully passed the New York Bar Exam will not be required to enroll in this course.

Students in the J.D. portion of the program may not repeat courses taken as LL.M. students. Required J.D. courses taken during the LL.M. program will be substituted with free electives.

For Further Information

Questions about the academic requirements of the LL.M.-J.D. may be directed to the Director for Graduate Admissions and Global Engagement. Questions about admission to the J.D. program can be directed to the Dean for Admissions and Recruitment.

Examinations and Grading

Administration of Examinations

General

Upon the completion of each course, other than those where the final grade is based upon the submission of a paper or simulation, a written examination is administered which determines the student's final grade for the course. Each student must be present for the examination unless excused. An excused failure to take the examination will result in a grade of INC (incomplete) on the student's transcript until the course requirements are satisfied. An unexcused failure to take the examination will result in a grade of F for the course.

To uphold academic integrity, the Law School has implemented procedures governing the administration of all examinations, including midterms, finals, and other graded and non-graded assessments. These examinations are proctored under the supervision of the Law School administration to ensure fairness and prevent dishonesty. The Law School is committed to administering all examinations in a fair and honest manner, and expects the same standard of conduct from its students. Any incidents involving cheating or violations of examination procedures will be addressed promptly in accordance with the Professional Misconduct Grievance Procedures.

Examination Procedures

The following procedures must be followed for in-person examinations:[7]

1. Students are expected to be on time for examinations. Be advised that a student may enter an examination room up to one-half hour after the starting time but will be granted no extra time to complete the examination.

2. All students are required to sign in with the hall proctors BEFORE entering their assigned final examination room. Students will also sign out at the end of the final examination.

3. Students are responsible for ensuring their individual access to a laptop or personal computer capable of running the Law School's exam software for any exam. Students should ensure that their operating system is compatible with Examplify and that they have downloaded the latest version of the software prior to the start of the exam period.

4. Books, notes and/or other papers are to be left along the perimeter of the examination room unless otherwise permitted by the professor for an open-book exam.

[7] These procedures are subject to change in accordance with updated University and Law School health and safety policies, including the those which mandate the necessity of remote, online examinations.

5. Cellular telephones and all smart devices must be put to the side of the examination room except in approved exceptional circumstances, i.e., physicians, expectant parents, etc. Such exceptional circumstances must be brought to the Registrar's attention and approved prior to the administration of the examination.

6. Students who leave and return to an examination room will be required to sign out when leaving, noting the time, and the same procedure will be employed upon the student's return.

7. If a student has a question about an examination or for some reason is not able to take an examination at the specified time, the student should advise the Dean for Student Services or the Registrar. Under no circumstances should a student contact the professor regarding questions about or absences from an examination.

8. In case of an emergency, which requires evacuation of the building, proctors will tell students to stop work immediately when the alarm sounds. It is imperative that all students follow this directive. Students should leave the premises in an orderly fashion. If and when the students are allowed to return to the building, they are not to begin work on the examination until the proctors inform the students of the amount of additional time to be given to complete the examination. All students in a given classroom will resume work on their test at the same time. This procedure assures that all students will get the same amount of additional time to complete their exams.

9. LL.M. students receive an additional hour for final exams in J.D. courses not tested on the Bar Exam. Extra time is prorated for midterm exams and other assessments which are less than 2 hours in length.[8]

10. If a student begins to write or to use a laptop before the proctor gives the signal to begin, that student will be reported to the Dean for Student Services.

11. A mandatory anonymous grading procedure is utilized whereby no student may indicate their name in any way on answer booklets and true-false/multiple choice answer sheets. The Registrar assigns each student a midterm anonymous number and a final exam anonymous number each semester. Instructions on how to access anonymous numbers may be found in the Office of the Registrar module on the Law Student Resource Hub on Canvas. That number must be placed on all exam materials. New anonymous grading numbers for midterms and finals are assigned for each semester.

11. All exam materials including the examination questions are collected following each examination.

12. In grading essay booklets or reviewing true-false or multiple-choice results, the professor receives nothing which bears a student's name or the key for conversion of a number into a name.

[8] This accommodation does not apply to students in the Bankruptcy LL.M. program or Real Estate LL.M. program.

Exam Accommodations
Students with documented disabilities may apply for exam accommodations by contacting the Student Accessibility Services Office.

Posting of Grades After Exam Period
Grades will begin to be posted to academic history after the last day of the exam period, including pre-session grades.

Examination Scheduling, Conflicts, and Hardships

All students are expected to sit for examinations at the time and place published in the examination schedule (or, for remote examinations, at the published time in a location of the student's choosing) unless the examination date is rescheduled at the request of a faculty member with the unanimous consent of all affected students. A student who does not sit for their examination as scheduled (or rescheduled pursuant to the procedures set forth below) may receive a failing grade on the examination.

1. Any student who is scheduled to take an examination that falls within the conflict criteria, may have the conflicting exam(s) rescheduled to the earliest possible time and date thereafter available in the examination schedule without creating another conflict. The following constitute a conflict:

- two exams on the same day
- two exams with start times that are within 24 hours (e.g., having exams that begin at 3:00 p.m. on one day and 10:00 a.m. the next day poses a conflict, but having exams scheduled to begin at 10:00 a.m. on one day and 10:00 a.m. the next day does not pose a conflict) or
- three exams in three consecutive days

In the event of a conflict, the Office of the Registrar will automatically adjust the exam(s) in conflict and will notify students of their revised schedule by email prior to the start of the final exam period. Any student who does not wish to reschedule their exams based on a conflict must notify the Registrar immediately after receiving the notice of rescheduled exams.

2. Pursuant to New York Education Law § 224-a, any student who is unable, because of their religious beliefs, to take an exam at a regularly scheduled day or time may request to reschedule the exam by applying to the Dean for Student Services in accordance with the procedures set forth in paragraph (3) below.

3. Each examination will be administered on the date and at the time set forth in the student's published examination schedule. Students must be prepared to sit for every examination as scheduled. Postponement is granted only upon request to the Dean of Student Services in genuinely extraordinary circumstances, such as a serious personal medical emergency, and is not routinely available.

Requests must be submitted in writing to the Dean for Student Services as far in advance as possible, and must clearly establish the specific basis for postponement; general claims of stress or inconvenience are not sufficient. Contemporaneous documentation may be required. Travel plans, work obligations, and other foreseeable or discretionary commitments do not constitute grounds for postponement. Requests for postponement based on false information will be treated as a violation of the Code of Student Professional Responsibility.

If approved, the exam will be rescheduled by the Dean for Student Services to the earliest available time during the regular exam period or on a designated make-up day. A student taking a make-up exam may not disclose their identity to, or discuss the circumstances with, the professor until after grading is complete, to protect anonymous grading.

Review of Examinations

Students wishing to discuss their examinations and course grades with a professor may arrange with that professor a mutually agreeable time to do so. While the scope of review is within the professor's discretion, examination review is an integral part of the learning process and professors are expected to meet promptly with any student requesting review. It is the policy of the Faculty that the professor will provide individual review of essay examination answers upon the request of students in their class with grades of C- or lower. Students with a grade above C- are also entitled to a review of their essay answers but the professor may, as an alternative to individual review, allow the student to compare their essay examination paper with a model answer or another examination paper. No review need be granted after the end of the regular semester following the exam in question. Students may review examinations given in the spring semester through the conclusion of the following fall semester. Professors who use a true-false or multiple-choice component to their exams are not required to review individual questions with students. Grades are final when posted by the Registrar. Generally, a grade will be changed only if the professor has made an error in computation.

The evaluation of academic performance necessarily involves the exercise of judgment by a faculty member. Any student contending that a faculty member has graded that student in an unfair manner and on a basis other than evaluation of the student's academic performance may pursue such complaint through an Academic Fairness Procedure administered by the Faculty Committee on Grades.

Faculty of Law Statement on Grade Normalization

Grade normalization is intended to ensure fair and just grading of students based upon their academic performance regardless of the course taken, the section assigned, the degree of difficulty of the examination, and the identity of the professor teaching the course. It prevents disparity in grading between sections and from year to year. This is essential if students are to be fairly ranked and law school averages capable of being compared. Grades determine academic honors and are a substantial factor in determining such things as law journal memberships and participation in other co-curricular activities.

The faculty has adopted a mean grade range of 3.2 to 3.3 for all first-year courses, core electives, and Professional Responsibility, with a target at 3.25. This mean grade range does not apply to any other Law School classes.

An A+ is an extraordinary grade that should be awarded sparingly for truly outstanding academic performance. Faculty are not required to award an A+.

Grading

The following system of grading is currently in effect:

A+	4.3
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0.0

The grade of D is the lowest grade that a student may earn while still passing a course. Students are not permitted to retake any course for which academic credit has already been awarded, unless the course description explicitly states that repetition is allowed. No credit is awarded for a course in which a student receives a failing grade. If a student retakes a course in which they previously received a failing grade, both grades are recorded on the student's transcript and calculated into the student's grade point average.

There is no pass-fail option for graded courses. However, there is a 9-credit maximum on elective courses listed as pass-fail, including externship placements and Competition Team courses. The 9-credit maximum on pass-fail coursework does not apply to co-curricular board credits, to pass-fail credits earned in connection with the Pro Bono Scholars Program or a practicum, to pass-fail credits that are awarded by St. John's School of Law for graded coursework at other institutions, or to Introduction to Law.

Incomplete Mark. A professor may assign a grade of "INCOMPLETE" to a student who is unable to complete a course's assigned work within the semester in which the course occurs. In such cases, the student must submit all outstanding work no later than the last day of class in the immediately following semester (Spring, Summer, Fall), unless the professor sets an earlier deadline. If a student fails to meet the applicable deadline, the grade of INCOMPLETE will automatically convert to a **failing grade for the course**. Where a student is deemed unofficially withdrawn and dismissed in accordance with the policy on Unofficial Withdrawal and Dismissal,

infra, any grade of INCOMPLETE from the preceding semester will convert to a failing grade for the course.

Additionally, where a professor assigns a grade of INCOMPLETE because of a student's failure to take a final examination, the INCOMPLETE may be converted to a failing grade in accordance with the policies for Administration of Exams, *supra.*

Students on a F-1 visa with a grade of INCOMPLETE assigned at any point during their final term of study must consult with the International Student and Scholar Services Office (ISSSO) to confirm the deadline to extend their I-20 should their INCOMPLETE convert to a grade of F. The deadline to file an I-20 extension may be earlier than the last day of class in the semester subsequent the grade of INCOMPLETE being assigned. In such instances, the deadline for resolving a grade of INCOMPLETE must be well in advance of the I-20 extension deadline and agreed to by the course's professor.

Note: A student who receives an INCOMPLETE grade will not be eligible for Dean's List in that semester.

Auditing a course. Any student who audits a class must receive permission from the professor teaching the course. An Audit Application must be completed and signed by the faculty member and returned to the Office of the Registrar. A copy will be given to the student and one retained by the Registrar's Office.
Only graduating students are permitted to audit classes and may only do so in the Summer, Fall and Spring terms of their final year in the program. These students may not subsequently take the same course for credit. LL.M students are permitted to audit a course at any point during their period of study but may not subsequently take the same course for credit.

At the end of the semester, professors will be asked to verify that an auditing student has attended the class in order for the course to be placed on the transcript. The Registrar's Office will send a report to the professor who will verify the student's attendance by signing the form and returning it to the Office of the Registrar.

Withdrawal from a course. After the add/drop period, a student may withdraw from a course only with the consent of the Dean for Student Services or Dean for Academic Affairs.[9] A withdrawal appears on a student's transcript with the notation "WD" but does not affect one's cumulative grade point average. A student can request a withdrawal prior to taking the final assessment for the course. This paragraph does not apply to a leave of absence which, if taken during a semester, results in withdrawal from all courses in the term.

[9] The add/drop period is set forth on the Academic Calendar. This period applies to all courses with the exception of weekend or travel courses. Weekend or travel courses may be dropped up to one week prior to the first meeting of the course only with the consent of the Dean for Student Services or Dean for Academic Affairs. If a student seeks to withdraw from a weekend or travel course within one week of the course or after the course has begun, the above process applies.

Withdrawal from a Clinic. Notwithstanding the deadlines and rules for dropping or withdrawing from other classes, once an offer to participate in a clinic is accepted, a student may not withdraw or drop the clinic without the consent of both the Professor and the Dean for Student Services or the Dean for Academic Affairs. (This provision does not apply to students who defer acceptance.) Withdrawal from a clinic is reserved for extraordinary personal or family circumstances that prevent a student from meeting the clinic's requirements. Such extraordinary circumstances include, but are not limited to, serious illness of the student or death of a close family member.

Excused withdrawal from a course. An excused withdrawal from a course is reserved for extraordinary personal or family circumstances that prevent a student from meeting a course's requirements. Such extraordinary circumstances include, but are not limited to, serious illness of the student or death of a close family member. An excused withdrawal appears on a student's transcript with the notation "WE" but does not affect one's cumulative grade point average. A student's request for an excused withdrawal will be subject to the determination of the Dean for Student Services or the Dean for Academic Affairs. A student can request an excused withdrawal up to and including the last day of classes for the semester or prior to the commencement of the final assessment process for the course if it takes place prior to the last day of class. An excused withdrawal will only be granted where a student can demonstrate good cause that their circumstances merit excused withdrawal.

The mark of Unofficial Withdrawal ("UW") is assigned by the Dean for Academic Affairs or the Dean for Student Services where circumstances merit as provided under the Unofficial Withdrawal and Dismissal policy, *supra*. The mark of UW does not affect a student's GPA. The student shall receive written notice that the Law School has deemed them to be unofficially withdrawn and dismissed from the program. In addition to receiving a mark of UW for courses in progress, a student deemed unofficially withdrawn shall be academically dismissed, subject to a right of appeal to the Committee on Grades, in accordance with the section on Academic Dismissal and Probation, *infra*. Students assigned the mark of UW will also forfeit any St. John's-funded merit scholarship.

Grades for LL.M. students. Students in the Transnational Legal Practice or U.S. Legal Studies LL.M. programs who take elective J.D. courses are to be graded separate and apart from J.D. students and will not be part of the J.D. class curve (if any), so their scores will have no impact on the J.D. Guidelines on Grades.

Academic Dismissal and Probation

J.D.

To be in good academic standing, a student in the J.D. program must have a cumulative grade point average of at least 2.1. The cumulative average is the average of all grades obtained by a student from the beginning of their law school program and includes failing grades.

A student in the J.D. program will be permitted to continue while on academic probation subject to supervision by the Dean for Student Services and to consistent, good-faith participation in the Academic Success Program. Students on academic probation will be academically dismissed (subject to right of appeal to the Committee on Grades) if they do not obtain a minimum term GPA of 2.1 from all courses taken during any probationary semester. The term average is the average of all grades obtained by a student during a single term (including the pre-session for that term). This includes summer term GPA if a student enrolls in summer term courses while on academic probation.

Notwithstanding the above, a student will be automatically academically dismissed subject to right of appeal to the Committee on Grades if (a) the student has a cumulative average below 1.7 and has completed at least the first two semesters of the first-year program or (b) the student transferred into St. John's from another law school and their cumulative average at St. John's is below 1.7 at any point, including after the first semester at St. John's.

Further, no student will be permitted to enter their final year unless the student has achieved a minimum cumulative average of 2.1 and has passed both Legal Writing I and II. In addition, any student who has not passed Legal Writing I or Legal Writing II after enrolling in it twice will be academically dismissed, subject to right of appeal to the Committee on Grades. Finally, if a student cannot complete all outstanding degree requirements, including achieving the minimum GPA required for graduation, within the maximum time allowed to earn the degree, the student will be dismissed, subject to right of appeal to the Committee on Grades.

LL.M. in Transnational Legal Practice and LL.M. in United States Legal Studies

To be in good academic standing, a student in the LL.M. in Transnational Legal Practice (TLP) or United States Legal Studies (USLS) program must have **a cumulative grade point average of at least 2.1**. The cumulative average is the average of all grades obtained by a student from the beginning of their law school program and includes failing grades.

A student in the TLP or USLS program who is not in good academic standing may not continue in the academic program. However, the Committee on Grades, in its discretion, may permit such a student to continue on academic probation, **unless (a) the student has a cumulative GPA below 1.7 after completing at least one semester of the program, or (b) the student cannot achieve**

the minimum GPA required for graduation with grades in their remaining required courses or cannot otherwise meet their degree requirements within the maximum time allowed to earn the degree. If either (a) or (b) apply, the student will be academically dismissed, subject to a right of appeal to the Committee on Grades.

LL.M. in Bankruptcy and LL.M. in Real Estate

To be in good academic standing, a student in the LL.M. in Bankruptcy or Real Estate program must have **a cumulative grade point average of at least 3.0**. The cumulative average is the average of all grades obtained by a student from the beginning of their law school program and includes failing grades.

A student in the LL.M. in Bankruptcy or Real Estate program who is not in good academic standing may not continue in the academic program. However, the Committee on Grades, in its discretion, may permit such a student to continue on academic probation, unless **(a) the student has a cumulative GPA below 2.7 after completing at least one semester of the LL.M. program, or (b) the student cannot achieve the minimum GPA required for graduation with grades in their remaining required courses or cannot otherwise meet their degree requirements within the maximum time allowed to earn the degree**. If either (a) or (b) apply, the student will be academically dismissed, subject to a right of appeal to the Committee on Grades.

Appeals from Academic Dismissal

Students in a J.D. or LL.M. program who are dismissed on the basis of their academic performance are entitled to appeal such decision to the Committee on Grades. Students who wish to appeal must submit a written request within one week of receiving the dismissal letter. The appeal should be directed to the Dean for Academic Affairs as Chair of the Committee on Grades and should contain a memo outlining the student's expectations that their academic performance will improve in subsequent semesters, information on any extenuating circumstances that impacted the student's academic performance during the semester, and any supporting documentation the student wishes to bring to the attention of the Committee.

Generally, the Committee on Grades will grant an appeal only if the student's appeal letter demonstrates that the student is likely to succeed academically.

Students readmitted after a successful appeal continue on probation and must comply with whatever conditions the Committee on Grades may impose upon such readmission.

Students who have appealed their dismissal may remain enrolled in courses-in-progress while their appeal is pending before the Committee on Grades.

Class Ranks in the J.D. Program

In addition to receiving grades, J.D. students are ranked within their classes at the end of the Fall and Spring semesters only. Class ranks are not re-calculated at the end of Summer terms. Class rank is determined using students' rounded cumulative GPAs to the hundredth place.

Students are ranked based on their hours earned as of the beginning of the semester. For example, if a student has completed between 25 and 56 credits, the student will be considered a second-year student in the upcoming semester for purposes of ranking no matter how many semesters the student has attended the Law School. As a result, it is possible for a student to have a different class year in the Fall and Spring semesters. If a student has 24 or fewer hours earned as of the beginning of the Fall semester, the student will be considered a 1L student for purposes of ranking for the Fall semester. If by the beginning of the Spring semester the student has completed 25 or more credits, then the student will become a 2L student for the Spring semester.

Students on a Flex Reduced Credit program are also ranked based on their hours earned at the beginning of the semester. For example, if a student has completed 24 credits, the student will be ranked with the 1L class. However, students on a Flex Reduced Credit program are grouped differently for purposes of designating their class year.

Transfer students receive equivalent ranks.

Groups for Ranking:

1L	0-24
2L	25-56
3L	57+

Flex Reduced Credit Groups for Designating Class Year:

1L	0-22
2L	23-44
3L	45-66
4L	67+

Academic Fairness Procedure

Introduction

The Faculty of the School of Law recognizes that the evaluation of academic performance necessarily involves the exercise of judgment by a faculty member. This Academic Fairness Procedure is available only to consider a student's claim that a faculty member has graded that student in an unfair manner **and** on a basis other than evaluation of the student's academic performance. St. John's School of Law does not have a grades appeals process.

Procedure

1. After a student has communicated with the faculty member to review the graded assessment, if the student wishes to invoke this Academic Fairness Procedure, the student must, within thirty days of the date of the posting of the grade in question, communicate to the faculty member concerned in writing regarding the student's particular complaint with the grade. Such time limitation may be extended by the Committee on Grades for good cause shown.

2. (a) If the complaint is not resolved through such informal consultation after it has been brought to the faculty member's attention, and the student wishes to pursue the complaint, the student may do so in writing to the Dean for Academic Affairs. (b) The student must submit their complaint in writing to the Dean for Academic Affairs within fourteen (14) days of bringing it to the faculty member's attention. The Dean for Academic Affairs shall attempt to resolve the complaint informally in consultation with the student and the faculty member.

3. (a) If the complaint is not resolved through such informal consultation after it has been brought to the Dean for Academic Affairs' attention, and the student wishes to pursue the complaint, the student may do so in writing to the Chair of the Committee on Grades and the faculty member concerned. (b) The student must submit their complaint in writing to the Chair of the Committee on Grades and to the faculty member concerned no later than thirty days from the date the written complaint described in 2(a) has been submitted to the Dean for Academic Affairs.

4. The Committee on Grades shall confer within ten business days of such submission to consider the complaint. The student shall have the burden of establishing by a fair preponderance of the credible evidence that the faculty member has graded that student in an unfair manner **and** on a basis other than evaluation of the student's academic performance.

5. The Committee on Grades shall determine the procedures to be followed. All procedures shall be designed and construed to afford substantial justice to all parties. All proceedings before the Committee on Grades shall be private and confidential.

6. If the faculty member concerned is a member of the Committee on Grades, the Dean shall appoint a replacement from the faculty.

7. Failure of the student to pursue this Academic Fairness Procedure, once invoked, will be deemed a withdrawal of the complaint with prejudice.

8. The Committee on Grades is authorized to provide any appropriate academic remedy, and its determination shall be final.

Additional Law School Policies and Procedures

Compliance with American Bar Association (ABA) and Association of American Law Schools (AALS) Standards

St. John's Law complies with all applicable accreditation and membership standards established by the American Bar Association (ABA) and the Association of American Law Schools (AALS). Students seeking detailed information regarding institutional governance, academic requirements, and regulatory compliance may review the complete standards directly through the ABA Standards and Rules of Procedure for Approval of Law Schools and the AALS Bylaws and Executive Committee Regulations.

Code of Student Professional Responsibility

I. Introduction

St. John's University School of Law is a community of professional people committed to the principles of integrity, honesty and candor and the highest ideals of the legal profession. High standards of integrity, honesty and candor are required not only in the formal course setting and with respect to all coursework, but also in all law school and University relationships and in interactions connected with the educational process or with University and law school resources. While both faculty and students of St. John's University School of Law must comply with these standards, this Code is concerned specifically with the conduct of students with respect to academic and related matters. In the event that a student is not certain whether behavior or acts, if engaged in, might be considered unprofessional conduct under this Code, the student should consult the Dean for Student Services or another member of the Administration before engaging in the behavior or acts.

II. Misrepresentations

Material misrepresentations by a student concerning academic or employment matters violate this Code and subject the student to its grievance procedures. In addition, material misrepresentations in connection with grievance proceedings under this Code are similarly violative of this Code.

III. Courtesy and Civility

The Preamble to the ABA Model Rules of Professional Conduct recognizes that the nature of law practice often entails conflicting responsibilities, such as those between a lawyer's responsibility to a client and the legal system writ large. Resolution of such conflicts should be guided through the exercise of professional and moral judgment and guided by the basic principles underlying the Rules, including "maintaining a professional, courteous and civil attitude toward all persons involved in the legal system." ABA Model Rules of Professional Conduct: Preamble & Scope, cmmt 9.

Members of the St. John's Law community are expected to show courtesy and civility toward others at all times, including when engaging in vigorous debate or advancing client interests in the adversarial setting. Conduct that violates the basic standard of civility includes (but is not limited to) that which degrades another individual or that amounts to an ad hominem attack.

IV. Misuse of Academic Materials

It is the responsibility of each student to respect the academic materials of others, including all academic materials of the Law Library. Students must comply with Law Library rules that are designed to ensure that the library's academic materials are fairly available to all students. Except as permitted by library rules for borrowing materials through "check out" procedures, students must not take, keep, destroy, or hide academic materials not a student's own.

V. Plagiarism

Plagiarism is the misappropriation or theft of another's work and ideas. Students seeking admission to the legal profession must always take great care to distinguish their own ideas and knowledge from information, thoughts and ideas appropriated from other sources and to avoid even the appearance of impropriety in their oral or written submissions.

Except as specifically authorized by the professor or person in charge of the course or activity, all work submitted in law school, whether produced as part of academic or extra-curricular activities, must be the work of the individual student. Each student has the responsibility to credit and cite appropriately any material prepared by others, or ideas obtained from others, contained in the student's written or oral presentations. A student must not submit work that is not the student's own without clear attribution for all sources.

Generative artificial intelligence ("generative AI") tools have the capacity to synthesize information, answer questions, and produce human-like prose in response to user prompts. Such tools include but are not limited to OpenAI's ChatGPT and search engines such as Google Gemini that employ generative AI software to provide question-and-answer services. Use of generative AI to assist with academic work at any stage is prohibited unless expressly permitted by the instructor. Where permitted, students must clearly and accurately attribute content created through use of any generative AI tool. Students are required to consult with the course instructor to resolve any

uncertainty regarding permissible uses of generative AI tools before using such tools for any work product created for any academic course or activity.

The professor or supervisor of each individual course or activity shall determine the amount of collaboration that is permitted in the completion of work. Students must assume that collaboration in the completion of work is prohibited unless explicitly permitted, and students must acknowledge any collaboration and its extent in all submitted work.

Students who are in any doubt about the preparation of their work must consult the appropriate professor or person in charge of the course or activity before the work product is submitted.

VI. Papers and Other Written Work

In general, a written work submitted by a student for any course, seminar or writing requirement must be different in scope or depth from any other piece of written work submitted for any course, seminar, or writing requirement by the student. In this regard, a student must not submit one paper or piece of written work or substantially the same work in fulfillment of the requirements for two or more courses, seminars, or other writing requirement. Moreover, a student must not submit written work in fulfillment of academic or clinical requirements if such work had been previously prepared by the student (with or without compensation) for any employer.

Students who are in any doubt about the preparation of their work must consult the appropriate professor, supervisor, or administrator before the preparation and submission of the work.

VII. Subversion of the Law School Attendance Policy

All students must adhere to the requirements of the Law School Attendance Policy as set forth in the current Student Handbook or as modified by an individual faculty member in accordance with the Policy and will be subject to the sanctions contained therein for failure to do so. A student may not attempt to subvert or undermine the Law School Attendance Policy by "signing in" for another student, by allowing another student to "sign in" for oneself when one is absent, or by "signing in" for a class which one will not have attended.

VIII. Examination Policy

It is the responsibility of each student to act in accordance with high standards of honesty, integrity and candor. To this end, each student must ensure that the student's behavior before, during and after an examination is beyond reproach. This includes compliance with all examination procedures—those contained herein and those adopted by an individual professor.

Use of generative AI during an exam, including open book, open internet exams, is prohibited unless expressly permitted by the instructor. Where permitted, use of generative AI must be fully within the parameters set by the instructor. Students are required to consult with the course instructor to resolve any uncertainty regarding permissible uses of generative AI tools before using such tools during a final exam.

It is the function of the proctors to ensure that the test-taking environment is fair and uniform by enforcing the procedures and policies regarding the examination process. Students must comply with all instructions given by proctors, including instructions regarding the time to begin and end work on the examination.

All examination protocols will be enforced strictly. Proctors are instructed that any breach of examination protocols or any other conduct violative of this Code, by a student, requires a detailed notification to the law school administration of the breach.

IX. Disciplinary Action

Any violation of this Code by a student will subject the student to disciplinary action in accordance with the grievance procedures set forth herein.

X. Grievance Procedures

These grievance procedures shall apply to conduct or acts of a student who, in accordance with these procedures, is charged with a violation of this Code. For purposes of these grievance procedures, such conduct is referred to as "unprofessional conduct."

A. Initiation of Grievance Proceedings

1. Any complaint alleging unprofessional conduct by a student of St. John's University School of Law shall be presented to the Dean of the School of Law. As used herein, "Dean" shall mean the Dean of the School of Law or, in the absence of or upon delegation by the Dean, a Vice Dean or Associate Dean of the School of Law.

2. The Dean shall make a preliminary inquiry for the purpose of ascertaining whether the matter is without substance or may be disposed of informally without initiation of further proceedings. If the matter is determined to be without substance, no record thereof shall be maintained in the permanent record of the student involved.

3. Pending a final determination of the issues, the Dean may, upon appropriate preliminary inquiry, order the interim suspension of the student where, in the Dean's sole judgment, such a suspension is warranted. In making such determination, the Dean shall consider, among other factors, safety and security concerns, the seriousness of the alleged violation, and the likelihood of the charge being sustained.

4. If the Dean determines that the matter should not be disposed of informally, the party charging unprofessional conduct shall be directed by the Dean to present a written and signed complaint of the charges to the Dean. Failure of the party making the charge to present such written complaint to the Dean within fifteen days of being directed to do so shall be deemed a withdrawal of the charge without prejudice. The Dean shall promptly provide a written copy of the complaint, together with notice of the institution of proceedings and a copy of applicable procedures, to the student charged with unprofessional conduct. The complaint and any related documents shall be delivered to the

student charged by hand, by certified or registered mail (return receipt requested), or by email. A copy of the complaint shall also be delivered to the Chair of the Grievance Committee hereinafter described.

5. The student against whom the complaint is made may respond in writing to the Chair of the Grievance Committee within twenty days after delivery of the complaint and notice. The time for such response may be extended in the sole discretion of the Chair of the Grievance Committee.

6. Within twenty-five days after the delivery of the complaint and notice, or upon the student's response, the Chair of the Grievance Committee shall schedule a hearing by the Grievance Committee to commence within a reasonable time.

B. The Grievance Committee

1. The Grievance Committee shall consist of: the Chair of the Grievance Committee who shall be the Chair of the Student-Faculty Liaison Committee (or, in the absence of the Chair, a substitute Chair appointed by the Dean selected from the full-time tenured faculty members of the Student-Faculty Liaison Committee, but if such appointed faculty member is unavailable, the Dean, in the Dean's sole discretion shall appoint a substitute from the full-time tenured faculty members of the School of Law); one law student selected by lot from the members of the House of Representatives of the Student Bar Association of St. John's University School of Law; one student selected by lot from the law student membership of the Student-Faculty Liaison Committee (or in the event of such student's unavailability, one student selected by lot from the members of the House of Representatives of the Student Bar Association of St. John's University School of Law); and two full-time tenured faculty members of the School of Law selected by lot. No person who has been involved in any way in the matter that is the subject of the allegations may serve as a member of the Grievance Committee. All members of the Grievance Committee shall serve until a decision is final with respect to the grievance against the student charged with unprofessional conduct.

2. The Grievance Committee shall hear the complaint of unprofessional conduct. In cases involving the same complaint against more than one student, the complaint against all the students may be heard and determined at a group hearing unless the Grievance Committee, on its own motion or at the request of a party, shall decide otherwise.

3. The Grievance Committee shall determine the extent, if any, to which the charges are sustained by a preponderance of the credible evidence. If no charge is sustained, the complaint shall be dismissed. If any of the charges is sustained, the Committee must decide on an appropriate sanction or sanctions to be imposed on the student, including but not limited to, a loss of course credit(s), a reprimand, a suspension, and/or an act of reparation. If the Committee decides that an appropriate sanction is the student's expulsion from the law school, such decision must be in the form of a recommendation to the Dean.

4. All actions and decisions of the Grievance Committee shall be by majority of the Committee. Except as otherwise provided in this Code, the proceedings and deliberations of the Grievance Committee shall remain confidential unless and until a charge against the student has been sustained, the decision of the Grievance Committee to that effect has been reported, and all rights of appeal under this Code have been exhausted.

5. All members of the Grievance Committee are required to be present at all hearings. In the event a member of the Committee is unable, unwilling or ineligible to serve or continue to serve, a substitute shall be selected in the same manner as that member was selected, except that in the case of the Chair, the Dean shall appoint a substitute. Upon the selection or appointment of a substitute, a new hearing shall be held.

If a hearing was previously commenced, the student charged with unprofessional conduct may elect to continue the original hearing without a replacement Committee member, in which event a tie vote of the Committee shall be deemed a dismissal of the complaint. Otherwise, a vote of the majority of the Committee shall be controlling. The Grievance Committee may by majority vote adopt additional rules governing its procedure, provided they are not inconsistent with these provisions.

C. Conduct of Hearings Before Grievance Committee

1. The Committee shall conduct the hearings in such manner as to do substantial justice and shall not be restricted by formal rules of procedure or evidence.

2. The complaint and evidence in support thereof shall be presented by an appointee of the Dean. The appointee and the Dean may have the aid of separate counsel.

3. A student charged with unprofessional conduct has the right to be represented by counsel or a representative of the student's choosing.

4. The Committee may address questions to any party or witness to the proceedings. Any party or the Committee may call witnesses, who shall be subject to the right of cross-examination, and may cause evidence to be otherwise submitted.

5. A stenographic record or audio recording shall be made in all cases of all hearings unless dispensed with by stipulation. All stenographic records and audio recordings shall become the exclusive property of the School of Law. Nonetheless, the student charged may obtain a copy of such records and recordings at the student's own cost.

6. The Committee may accept and consider affidavits or other evidence of good character submitted by the student charged with unprofessional conduct before making any disposition of the charge.

7. Failure of the student charged with unprofessional conduct to answer the complaint, appear at the hearing, or answer questions directed to the student may be used only as corroboration of a prima facie case established by a preponderance of the evidence otherwise presented.

D. Report of Grievance Committee Decision

1. The Grievance Committee shall report its decision in writing to the Dean of the School of Law and to the parties to the hearings. In accordance with paragraph B. 3, any decision of the Grievance Committee sustaining any charge shall include either a sanction or sanctions to be imposed, if any, on the student charged, or a recommendation of the student's expulsion to the Dean, and the reasons therefore.

2. Such decision shall be delivered promptly by hand, by certified or registered mail (return receipt requested), or by email to the student against whom the complaint had been made.

E. Appeals

1. The student charged with unprofessional conduct may appeal the decision of the Grievance Committee. Such appeal shall be made in writing to the Committee on Grades of the Law School Faculty Council. The Committee on Grades shall act as an appeal board. No member of the Committee on Grades who was involved in any way in the earlier proceedings or in the matter that is the subject of the allegations may sit on the appeal board. The Dean shall appoint a replacement in such case.

2. Appeals from the decision of the Grievance Committee shall be taken by the student charged within twenty days from the delivery to the student of the report of said Committee. The Committee on Grades in its sole discretion may extend the time for filing such appeal upon a showing of good cause.

3. On appeal, the Committee on Grades shall review the record for the purpose of determining whether there is substantial evidence on the whole record which supports the decision of the Grievance Committee. The Committee on Grades may affirm the Grievance Committee decision without modification; may affirm the decision subject to a specified reduction in the sanction imposed; may remand the matter for further hearing; or may dismiss the complaint.

4. The Committee on Grades shall report its decision to the Dean, or if said decision requires a further hearing by the Grievance Committee, said decision shall be referred to the Grievance Committee. A copy of the decision of the Committee on Grades shall be delivered promptly by hand, by certified or registered mail (return receipt requested), or by email to the student charged.

F. New Hearing

A petition for a new hearing may be made to the Grievance Committee by any student found to have been engaged in unprofessional conduct, but only on the ground of newly discovered evidence.

Exclusivity of Degree in Progress

Students enrolled in any degree program (including the J.D. and LL.M. programs) are not permitted to simultaneously be enrolled in another degree program at St. John's University or any other institution of higher education. Students formally admitted to a dual degree program offered by the Law School are excepted from this policy.

Character and Fitness: Disclosure Obligations

Students who intend to practice law should be aware that admission to the bar in all states involves character, fitness, and other qualifications. Students are encouraged to determine what those requirements are in the state(s) in which they intend to practice by consulting the website of the National Conference of Bar Examiners at www.ncbex.org. Admission to St. John's Law does not guarantee that a student will meet the good moral character requirement necessary to sit for a state bar examination or to be admitted to practice. If students are concerned about any facts that may affect their ability to be admitted to practice law, they should discuss the matter with the appropriate Committee on Character and Fitness in the jurisdiction in which they intend to practice.

Pre-enrollment. Applicants to the Law School are asked to fully and candidly disclose past incidents relating to academic, civil, and criminal infractions relevant to the character and fitness requirement for bar licensure. Applicants are under a continuing obligation to notify the Admissions Office of any changes in their answers to these questions up until the time of their enrollment.

Post-enrollment. Once enrolled, students are under a continuing obligation to notify the Office of Student Services of any updates to these disclosures necessary to reflect responsive matters occurring during their time as students. Post-enrollment disclosures should be made within a reasonable period of time; substantial infractions, however, such as arrests for criminal violations, should be disclosed within one week of occurrence to the Office of Student Services. Students must ensure that all necessary disclosures are made before their graduation date.

Law School Attendance Policy

Attendance Policy

Regular and prompt attendance is required of all students at the Law School. At the same time, a student may—for a variety of legitimate reasons—be unable to attend a pre-scheduled class session. A student shall be permitted a minimum of penalty-free absence hours equaling two (2) times the number of credit hours in a course. This is 15% of the total class hours during the semester and typically equates to two weeks of class sessions.

For example:

- In a two (2) credit-hour course, a student is permitted up to four (4) hours of absences (i.e., two (2) two-hour classes).
- In a three (3) credit-hour course, a student is permitted up to six (6) hours of absences (i.e., four (4) ninety-minute classes or two (2) three-hour classes).
- In a four (4) credit-hour course, a student is permitted up to eight (8) hours of absences (i.e., four (4) two-hour classes).

It is the student's responsibility to notify the Professor in advance of any class absences and to follow the Professor's directives on how to make up any material or assignments missed due to the absence. Students remain responsible for all in-class work and assignments.

Absences due to a documented accommodation or for a religious observance will not count towards the caps specified above. Each student who is absent from school because of an accommodation or religious observance must be given an equivalent opportunity to make up any study or work requirements which the student may have missed because of such absence.

Note: Instructors for presession courses, weekend intensive courses, clinics, and other specialty courses (such as those associated with the Dean's Travel Study Abroad Program) may set a more stringent attendance policy than that outlined above. Any such policy will be provided in writing in the course syllabus.

Enforcement

Faculty members will monitor attendance in their respective classes. Faculty members may choose their own method for taking attendance.

Sanctions

If a student has absences constituting between 15% and 30% of total class hours for the term (more than two weeks and up to four weeks of classes), the sanction imposed is at the discretion of the faculty member. Sanctions, if any, may include disqualification from sitting for the final examination and no credit for the course unless the professor chooses to impose a lesser sanction.

If a student has absences that exceed 30% of total class time during the term (more than four (4) weeks of classes), it becomes an administrative determination by the Dean for Student Services or the Dean for Academic Affairs to determine whether an additional penalty is merited and if so, what penalty is appropriate under the circumstances.

Student Recording of Class Discussions

Recording of individual classes will be permitted at the discretion of the instructor or law school administration for sound pedagogical reasons. Professors may not prohibit students from recording as required by law or accommodation. Permission to allow the recording is not a transfer of any

copyrights in the recording. The recording remains the property of the professor who may inspect, retrieve, or destroy the recording after its intended use. The recording may be used solely for the purpose of studying the materials presented during the class. The recording may not be reproduced in any manner.

Leaves of Absence

Personal Leaves of Absence

A student in good academic standing who, for personal reasons, cannot continue in attendance at the Law School may request permission from the Dean for Student Services or Dean for Academic Affairs to take a leave of absence. This request must be in writing and should set forth the student's reason for making the request and the intended duration of the leave.

A leave of absence may be granted, at the discretion of the Dean for Student Services or Dean for Academic Affairs for up to two (2) consecutive semesters. If such a leave is granted, the Dean for Student Services or Dean for Academic Affairs will respond, in writing, to the student's request setting forth the expected duration of the leave and any applicable terms or conditions under which the student will be readmitted.

A leave of absence does not extend the maximum time period allotted for obtaining the J.D. degree.

A student who has been granted a leave of absence, and who cannot resume attendance in the semester immediately following the leave, may request, in writing, an extension of the leave or may withdraw from the Law School. Under no circumstances will a leave of absence be granted for more than two (2) years.

A student who requests a leave of absence during a current semester may be able to retain some or all of their financial aid for that semester as provided by federal financial aid regulations. However, in order to avoid any conflict with federal financial aid regulations, a student is not eligible for federal financial aid from St. John's University during the period of time covered by a leave of absence.

Students who desire on-campus housing upon return from a leave of absence are responsible for notifying the Residence Life Office of their intentions with sufficient advance notice.

Voluntary Health Related Leaves of Absence

The University's procedure for a Voluntary Health Related Leave of Absence is available to law students.

Withdrawals

A student who is considering withdrawal from the Law School for any reason should consult with the Dean for Student Services or Dean for Academic Affairs to discuss possible alternatives, such as a leave of absence. After consultation, a student may withdraw from the Law School upon written notice to the Dean for Academic Affairs or Dean for Student Services of the student's intention to do so. After withdrawing from the Law School, a student who wishes to re-enroll must file a new application for admission with the Office of Admissions, absent extraordinary circumstances.

A student who withdraws from a current semester may be able to retain some or all of their financial aid for that semester as provided by federal financial aid regulations.

For withdrawals from particular courses, see the section on *Examinations and Grading*.

Unofficial Withdrawal and Dismissal

A student deemed unofficially withdrawn by the Dean for Academic Affairs or the Dean for Student Services will be academically dismissed, subject to right of appeal to the Committee on Grades.

A student with one or more outstanding degree requirements will be deemed unofficially withdrawn when, following the Add/Drop deadline for a semester in sequence, the student is not registered in any courses and has not (i) formally withdrawn from the Law School nor (ii) requested a voluntary or health-related Leave of Absence.

A student will also be deemed unofficially withdrawn if the student, without explanation: (1) never attended any of their courses for a term; (2) attended so sporadically that there is insufficient basis for assigning an earned grade (missing more than 30% of any given class); or (3) stopped attending classes so that there is insufficient basis for assigning an earned grade (missing more than 30% of any given class).

A student deemed unofficially withdrawn shall receive written notice that the Law School has deemed them to be unofficially withdrawn and, therefore, academically dismissed from the program. Students dismissed due to unofficial withdrawal shall forfeit any St. John's-funded merit scholarship, subject to a right of appeal to the Committee on Grades.

Visiting Student Status

St. John's Law Students Visiting at Other Law Schools

Generally, students may not attend another law school. However, the Dean for Student Services or Dean for Academic Affairs may grant visiting student status at another ABA-accredited law school in exceptional circumstances, such as a change in a student's personal circumstances that

requires the student to relocate for a period, or an unusual academic opportunity that is not available to the student at St. John's.

The request for visiting student status at another law school must be in writing, should set forth the student's reason for making the request, and should be accompanied by supporting documentation. The Dean for Student Services or Dean for Academic Affairs will respond, in writing, to the student's request and if it is granted, will set forth any terms or conditions under which credits earned at the visiting institution will be accepted at the Law School.

Student selection of courses must comply with course requirements of the law school prior to registration at the potential visiting law school.

Arrangements to obtain loan funds as a visiting student must be made through the St. John's University Office of Student Financial Services in conjunction with the visiting law school. However, a student forfeits their university funded financial aid award, *e.g.*, scholarship or grant, for that period of time during which the student is not attending St. John's and the student cannot recoup the forfeited award upon the student's return to St. John's.

Responsibilities of Students with Visiting Status at St. John's.

Students attending St. John's Law as visiting students are responsible for adhering to the policies of the University and the Law School as set out in this Handbook.

E-Mail for Law Students

The University provides a free e-mail account (@my.stjohns.edu) to every registered student. The University sends electronic communications only to students' official e-mail addresses.

As in law practice, it is a student's professional responsibility to check their e-mail on a regular basis—but certainly no less than once per day—and to respond to requests and directives in a timely manner.

The University reserves the right to send official communications to students by e-mail with the full expectation that students will receive e-mail and read these e-mails in a timely fashion. Certain communications may be time-sensitive. The University will not excuse any student who does not read or receive official e-mails in a timely manner. The University strives to minimize mass e-mail communication so that students are not sent unnecessary or repetitive information. Students may access their email accounts through Connect (connect.st.johns.edu).

Canvas

The Law School also uses the learning management system Canvas to provide administrative materials and information to enrolled students. Students have the responsibility to join or self-enroll in administrative Canvas courses as instructed and to check those Canvas courses periodically. Students may access their email accounts through Connect (connect.stjohns.edu).

Student Complaint Procedures

The Law School encourages students to discuss concerns with the appropriate faculty member or administrator as soon as they identify the problem for early resolution.

For complaints regarding academic fairness, please refer to that grievance procedure detailed in the policies for Examinations and Grading, above.

For non-emergency situations, any member of the University Community can report a bias complaint using the online reporting form available at stjohns.edu/reportbias.

Students with other unresolved concerns should follow the relevant procedure herein.

Complaint Procedure Regarding Compliance with ABA Standards

Pursuant to ABA Standard 512, a student wishing to bring to the attention of the Law School a significant problem that directly implicates the school's program of legal education and its compliance with the Standards may file a complaint, in writing, to:

Rachel Smith
Vice Dean for Student Success
smithr2@stjohns.edu

After review, the Dean for Student Success will determine whether the complaint has potential merit.

(a) If the Dean for Student Success determines the complaint does not have potential merit, she will inform the complainant, in writing, that the matter has been dismissed. The complainant may appeal the decision to the Dean of the School by addressing a letter to the Dean. Such communication shall be in writing, signed, and delivered to the Dean for Student Success, who will provide the entire file of the matter and all relevant documentation to the Dean. The Dean's review of the matter will be final and not subject to further review.

(b) If the Dean for Student Success determines that the complaint has potential merit, the Dean for Student Success will forward the complaint to the appropriate administrator, faculty member, committee, or department for investigation and written response within thirty days. If response is not possible within thirty days, the Dean for Student Success is authorized to grant an extension of an additional thirty days for good cause shown. After receiving the response, the Dean for Student Success will determine whether the complaint has actual merit. The Dean for Student Success' decision will be communicated, in writing, to the complainant within thirty days of receiving the response from the administrator, faculty member, committee, or department. In the event that the complainant is dissatisfied with the Dean for Student Success' decision, the complainant may address a letter to the Dean of the School of Law explaining the reasons for the

dissatisfaction. Such communication shall be in writing, signed, and delivered to the Dean for Student Success, who will provide the entire file of the matter and all relevant documentation to the Dean. The Dean's review of the matter will be final and not subject to further review.

Nothing contained in this section shall be construed as creating an affirmative legal right or privilege in the complainant or waiving any right or defense of the University or Law School. Records of complaints under this section, including their resolution, shall be kept on file in the Dean's Office for at least 10 years.

Complaint Procedure Regarding Discrimination by Employers

Consistent with the University's mission as a Catholic, Vincentian, and metropolitan institution of higher education, the University abides by all applicable federal, state and local laws that prohibit discrimination on the basis of race, religion, color, national or ethnic origin, age, gender or sex (including sexual harassment and sexual violence), gender identity or expression, sexual orientation, marital or partnership status, alienage or citizenship status, disability, genetic predisposition, caregiver status, pregnancy, sexual and reproductive health decisions, status as a victim of domestic violence/sex offense/stalking, status in the uniformed services of the United States (including veteran status), arrest or conviction record, credit history, salary history, or unemployment status in any educational or employment program, policy, or practice of St. John's University, New York. In accordance with these laws, the University also prohibits retaliation against anyone who has complained about discrimination or discrimination-related harassment, or otherwise exercised rights guaranteed by these laws. All University policies, practices, and procedures are administered in a manner that preserves its rights and identity as a Catholic and Vincentian institution of higher education. All members of the University Community have an obligation to cooperate in the application of this policy and the investigation of complaints of violations to this policy. The facilities of the Career Development Office may be denied to employers whose behavior contradicts the Law School's policy prohibiting discrimination based upon the above-listed factors.

Pursuant to AALS Bylaw 6-3(b) and Executive Committee Regulation 6-3.2(b), the Law School will investigate any complaints concerning discriminatory practices against its students to assure that placement assistance and facilities are made available only to employers whose practices are consistent with the principles of equal opportunity stated in AALS Bylaw 6-3(b). To initiate a complaint, a student should contact, in writing:

Rachel Smith
Vice Dean for Student Success
smithr2@stjohns.edu

After investigation and providing the employer an opportunity to be heard, the Dean for Student Success will determine whether the complaint has merit. If so, sanctions that may be imposed on an employer include, but are not limited to, warning, suspension, or a permanent bar from receiving placement assistance and use of the Career Development Office's facilities and programs. The Dean for Student Success shall notify, in writing, all parties involved of the disposition.

Nothing contained in this section shall be construed as creating an affirmative legal right or privilege in the complainant or waiving any right or defense of the University or Law School. Records of complaints under this section, including their resolution, shall be kept on file in the Dean's Office for 10 years.

Complaint Procedure Regarding Member of the Law School Community

In addition to the processes provided by the University under Title IX and through the Department of Public Safety and the Office of Student Conduct, law students who have a concern or complaint regarding a member of the law school community, including faculty, staff, administrators, or fellow students, are encouraged to raise the matter promptly so it can be addressed. Complaints should be directed to the Dean of Students or to the Vice Dean for Student Success.

Students may raise a concern in person, by email, or in writing, and are welcome to do so even if they are unsure whether the situation warrants a formal complaint. All complaints will be handled promptly, fairly, and with as much discretion as the circumstances allow, and students should feel confident that raising a concern in good faith will not result in retaliation. The law school is committed to fostering an environment where students feel supported in speaking up, and to ensuring that every complaint receives a thoughtful and timely response.

Outside Organizations' Access to the Law School

It has been the School of Law's long-standing policy to limit access to the Law School by outside organizations. In furtherance of the School of Law's educational mission to prepare its students to enter the legal profession, the only outside organizations that are given access to the Law School are those that relate directly to the transition of students to the legal profession, such as bar associations, legal publishers, and bar-exam prep courses. Pursuant to carefully monitored regulations, procedures and schedules, such organizations have been allowed to have their representatives present at information tables in the Law School cafeteria and to have their promotional literature distributed at such tables. However, the dissemination of promotional literature in student e-mail by any other outside organization, including bar exam prep courses, or students acting on their behalf, is prohibited.

The foregoing policy has been successful in balancing the interest of law students in receiving information that is directly relevant to their preparation for the legal profession while at the same time preserving the dignity, appearance, and professional environment of the School of Law. The policy is enforced in an even-handed, across-the-board manner that neither favors nor handicaps particular outside organizations based on the content of their message.

Law student organizations are free to conduct informational programs at the Law School with outside speakers relating to the organizations' areas of interest. The timing and location of such programs must be arranged by the student organization in advance with the Law School administration pursuant to calendar-clearance procedures. Such programs may be advertised by

the posting of a notice on the TV monitor or by dignified posters on designated student bulletin boards.

Access to, and Confidentiality of, Student Files

The Registrar's Office maintains students' academic files. Because of the stringent requirements of the New York State Court of Appeals for truth and accuracy, it is necessary for students to provide correct information concerning the answers to questions on the admissions application. A duplicate copy of the application is sent to the New York State Board of Law Examiners' Committee on Character and Fitness after a student passes the Bar examination. Each student is responsible for ensuring that a final, official transcript denoting the undergraduate degree awarded is included in the student's file.

Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The Law School official will make arrangements for access and notify the student of the time and place where the records may be inspected. The Registrar's Office does not make copies of a student's record. Requests to add or subtract information from a file must be submitted in writing.

Information regarding FERPA policies and procedures, student access to records and confidentiality is available on the University website on the Office of the Registrar page under Family Education Rights and Privacy Act (FERPA).

Policy on Distance Education

1. General

A. Pursuant to the New York State Court of Appeals Rule 520.3(c)(6): A distance education ("DE") course is one in which students are separated from all faculty members for more than one-third of the course instruction and the instruction involves the use of technology to support regular and substantive interaction between the student and all the faculty members, either synchronously or asynchronously.

(i) Per NY Court of Appeals Rule 530.3(c)(2), up to 15 credit hours for distance education courses may be counted toward the 83 credit hours required for graduation and the 64 classroom credit hours require by NY Court of Appeals Rule 530.3(c)

(ii) No credit shall be allowed for distance education courses until the student has completed the equivalent of 28 credit hours toward the first degree in law, as provided in NY Court of Appeals Rule 520.3(c)(3).

(iii) An additional 6 credit hours for distance education courses may be counted toward the minimum 89 credits required for graduation from St. John's Law (for a total of 21

distance education credits), provided no more tha[10] count toward the 64 classroom credit hours required by NY Court of Appeals Rule 520.3(c) (*see* NY Court of Appeals Rule 520.3(c)(2)).

B. As provided at NY Court of Appeals Rule 520.3(c)(4), "[r]emote participation in a non-distance education course by a student as an accommodation under the Americans with Disabilities Act or any other law requiring accommodation will not cause the course to count toward the distance education credit limits … for the accommodated student."

C. This policy does not apply to LL.M. in Bankruptcy classes in which a student watches and interacts with a non-distance class via a laptop connection placed in the classroom.

2. Classes

A. With the exception of Professional Development, only synchronous delivery of courses is permitted. "Synchronous delivery" means that students and the instructor simultaneously interact in a regularly scheduled class, albeit from separate locations, by means of on-line web-conferencing, video-conferencing, or other means, to provide students opportunities to interact with instructors and other students that are comparable to opportunities for such interaction in non-distance learning settings.

B. DE classes must be scheduled for the same required minutes per credit as for non-DE classes. DE classes will appear on the schedule with a clear notation that they are offered online.

C. It is acceptable for the Law School to utilize the services of a third-party vendor to administer DE classes. However, the academic oversight of a DE program is ultimately the responsibility of the Dean or their designee and the Faculty. All policies of the Law School apply to students in the DE program, unless otherwise directed by the school.

D. If a proctored exam is to be used in a DE course, it must be taken at the Law School.

3. Faculty and Interactivity

A. Faculty teaching DE classes must provide prompt feedback on student effort and performance.

B. Faculty members who develop or teach DE classes must participate in mandatory distance education teaching training.

[10] If a student exceeds 15 credits of distance education courses, the student may need to seek a waiver of distance education restriction from the New York Board of Law Examiners.

4. Students

A. Each DE class must protect, as in traditional classes, student privacy according to campus policy and legislation, including the Family Education Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA). All DE classes must be delivered from secure sites; student identification will be limited to those sites.

B. Each class will require students to have a secure login and password, issued through current standard student verification protocols.

C. All students who take DE classes must be trained and oriented in the technology used and in DE protocols, before the class begins; they must be supported during the semester when they encounter IT difficulties.

D. All student work that occurs in a DE class may be monitored and reviewed by the teaching faculty, program administrator, and other necessary law school personnel.

E. Students in DE classes must abide by the Law School's Code of Student Professional Responsibility.

5. Review

A. The Dean, or their designee, shall deliver an annual report to the Curriculum Committee and Faculty Council on distance education at the Law School.

B. The Curriculum Committee shall periodically review the educational effectiveness of DE courses.

Policy on Determination of Credit Hours for Coursework Pursuant to ABA Standard 310

Approved by the Faculty Council – November 2, 2016

Introduction

The American Bar Association and Department of Education require that schools adopt, publish, and enforce written policies on the determination of credit hours. The ABA defines a "credit hour" as an "amount of work that reasonably approximates" one hour of classroom instruction per week for 15 weeks plus two hours of out-of-class work for the same period "or the equivalent amount of work over a different amount of time." Since the 15-week period may include one week for a final exam, the ABA/DOE rule contemplates 14 weeks of class meetings.

St. John's policy, set forth below, is based on 13 weeks of class meetings plus an exam period. This is permissible under the ABA Standards. The ABA and DOE minimums have been adapted to a 14-week semester (13 weeks of classes plus an exam period), as permitted by ABA Interpretation 310-2, by extending the amount of classroom time from a 50-minute "hour" to 55 minutes and by requiring 2.5-3.0 hours per week of out-of-class work instead of 2.0.

In addition, a goal of this policy is to codify St. John's long-standing practice to exceed the ABA and DOE's minimums.

The policy strives to provide clear guidance while also maximum flexibility to faculty, who are in the best position to determine out-of-class contact time for their students. In determining that 15 pages of reading per credit per week presumptively satisfies the out-of-class aspect of the policy, the Law School administration and Curriculum Committee consulted the following credit hour calculator from Rice University: http://cte.rice.edu/blogarchive/2016/07/11/workload. As noted, the calculator is based on empirical research into reading speeds and absorption rates based on expected mastery of the material. In addition, the Curriculum Committee received input from students on the expected workload necessary to achieve the stated minimums under this policy. Finally, the Law School will continue to monitor this policy through, among other things, student evaluations, which ask about the perceived workload for particular courses.

Applicability

This policy applies to all courses offered by the School of Law, regardless of degree program.

General Policy on Credit Hours.

It is the policy of this Law School that a "credit hour" is:

(a) Exam Courses. For courses assessed primarily by a final exam:

(i) One hour of in-class instructional time per week for 13 weeks, or the equivalent amount of work over a different amount of time. For purposes of this section, an "hour" is defined as 55 minutes;

(ii) Each week for 13 weeks: at least two-and-a-half hours of time spent preparing for class, reviewing class materials, completing assignments or assessments other than a final exam, and preparing for the final exam. For courses scheduled over a period other than 13 weeks, an equivalent amount of out-of-class work must be assigned. For purposes of this section, an "hour" is defined as 60 minutes; and

(iii) A final exam of at least 2 hours (1- or 2-credit courses) or 3 hours (3- or 4-credit courses). For purposes of this section, an "hour" is defined as 60 minutes.

(b) Non-Exam Courses. For courses assessed primarily by means other than a final exam (e.g., seminars and skills courses), other than those listed in (c) through (i) below:

(i) One hour of in-class instructional time per week for 13 weeks, or the equivalent amount of work over a different amount of time. For purposes of this section, an "hour" is defined as 55 minutes; and

(ii) Each week for 13 weeks: At least three hours of time spent preparing for class, reviewing class materials, and completing assessments other than a final exam. For courses scheduled over a period other than 13 weeks, an equivalent amount of out-of-class work must be assigned. For purposes of this section, an "hour" is defined as 60 minutes.

(c) Clinics. Clinics require a minimum of 14 hours per week (for 13 weeks) of time spent working on clinic cases, in addition to the time spent preparing for a weekly two-hour seminar. Students taking a clinical course are required to keep detailed logs of their clinical work, which must be reviewed by the professor teaching the clinic before assigning a grade.

(d) Externships. Students in the Externship Program take two courses concurrently. The first is a weekly seminar (Externship Seminar, Externship Seminar-Advanced, or Summer Externship Seminar) that is scheduled in accordance with section (b) above. The second is a pass-fail course, Externship Placement, which requires 140 hours of field work (Fall and Spring) or 168 hours (Summer). Students taking an externship are required to keep detailed logs of their work, which must be reviewed by the applicable externship seminar professor and supervising attorney before assigning a grade.

(e) Pre-session courses. To satisfy sections (a)(ii) or (b)(ii) above, a course scheduled during a pre-session may require completion of readings or assignments done before or after the scheduled pre-session period, which must be completed and assessed before a final grade is assigned.

(f) Activity credits. To receive a passing mark for a leadership position in a co-curricular activity, a student must keep a detailed log of time that demonstrates that the student worked at least 45 hours per credit received. The faculty advisor is responsible for reviewing the student's log before certifying that the student completed the requisite amount of time. This function may not be delegated to a student leader of the co-curricular activity.

(g) Directed research. To receive a passing grade for Directed Research, a student must keep a detailed log of time that demonstrates that the student worked at least 90 hours (2-credits) or 45 hours (1-credit) on the project, including time spent researching a topic, creating an outline, drafting the paper, re-writing the paper, and meeting with the professor or a research librarian. The professor is responsible for reviewing the student's log before assigning a grade and certifying that the student completed the requisite amount of time.

(h) Pro Bono Scholars Program. Students in the Pro Bono Scholars Program take three courses their last semester: Pro Bono Scholars Placement I (6 credits pass-fail), Placement II (6 credits graded), and the Pro Bono Scholars Program Seminar (2 credits grades) or Directed Research (1 credit graded). If the student takes the two placement components and the Pro Bono Scholars Program Seminar, the student will receive 14 credits and must complete at least 540 hours over the 12 weeks of the placement, inclusive of the time spent attending the Seminar. If the student

takes the two placement components and Directed Research, the student will receive 13 credits and must complete at least 520 hours over the 12 weeks of the placement, inclusive of the time spent on the Directed Research paper. The student must keep detailed logs of their work, which must be reviewed by the professor and supervising attorney before a grade is assigned. For further documentation of how the credits were allocated, please refer to the program proposal submitted to the Faculty Council.

Students enrolled in a joint degree program may not actively take joint degree coursework during the spring semester while participating in the Pro Bono Scholars Program.

(i) Practica. Students in the international practica take the following courses: International Law Practicum, International Law APWR Tutorial, and International Law Directed Research. To receive a passing grade for the International Law Practicum, students must work full-time for 4-5 months at an approved placement. Specific project lengths and hours above this minimum are worked out by the student and the site supervisor. For further documentation of how the credits were allocated, please refer to the program proposal submitted to the Faculty Council.

New Course Approvals

All proposals for new courses must include a justification for the number of credits to be awarded that includes in-class, out-of-class, and exam time in accordance with this policy. The Curriculum Committee, as part of the curricular approval process, shall review proposals for compliance with this policy. Existing courses will be reviewed for compliance with this policy as they are offered; please refer to the next section for the procedures for doing so.

Ongoing compliance

To ensure compliance with this policy, ABA Standard 310, and applicable federal regulations:

(a) In-class time and exam time. The Dean for Academic Affairs shall schedule courses to ensure that they meet for the requisite minutes of instructional time. In general, classes will be scheduled in the following block configurations:

Credits	**Configuration Option (Option A is the default schedule under each configuration.)**	**Schedule (Unless otherwise specified, does not include time for a break during the class meeting.)**
1	A	Once per week for 55 minutes.
	B	Once per week for 7 weeks for 120 minutes each class meeting, which includes the option for up to a 10-minute break.
2	A	Once per week for 120 minutes, which includes the option for up to a 10-minute break.
	B	Twice per week for 55 minutes.
3	A	Twice per week for 85 minutes.

	B	Thrice per week for 55 minutes.
	C	Once per week for 180 minutes, which includes the option for up to a 15-minute break. *With rare exception, this configuration is permissible only for skills courses where students would benefit from extended periods of active engagement (e.g., Trial Advocacy).*
4	A	Twice per week for 120 minutes, which includes the option for up to a 10-minute break.
	B	Thrice per week for 75 minutes.

The Dean for Academic Affairs, Dean for Student Services, and Registrar shall schedule final exams in accordance with section (a)(iii) above.

(b) Out-of-class work. Course syllabi shall affirmatively demonstrate—through specified assignments, readings, projects, simulations, and other work—that students' out-of-class time will meet the requirements of this policy. Readings—*on average*—of at least 15 pages per credit per week shall be presumed to meet this rule. (For example, a 4-credit class, such as Evidence, will comply with this rule if the professor assigns at least 60 pages of reading per week.) While the stated average minimum page numbers assigned is presumed to meet the rule, faculty may assign less than the minimum stated when, in their professional judgment, the problem, statute, or other material assigned is complex in nature and it is expected that the amount of time it will take students to complete the out of class assignment will meet the rule. This will be so indicated on the syllabus itself.

The Dean for Academic Affairs shall review all course syllabi, generally at the start of the semester, to ensure compliance with this policy.

PUBLICATION. This policy shall be published in the *Student Handbook* and on the Law School website.

Law School Scholarships

J.D. Entering Scholarships: Coverage, Retention, And Adjustments

Full-Tuition Scholarships

Law School Merit Scholarships

Full-tuition scholarships cover the full cost of tuition during the academic year **and** summer sessions on campus.

Retention

***For all students entering Fall 2023 and later*:** Any law school merit scholarship of any type awarded at the time of admission in any amount is non-forfeitable and non-conditional throughout completion of the J.D. program.

Leave of Absence

When a student receives a full-tuition refund upon taking a leave of absence or withdrawing from the Law School, the entire scholarship award is rescinded. In the case of partial tuition refunds, the amount of the scholarship award is pro-rated as appropriate.

Partial-Tuition Scholarships

Law School Merit Scholarships

Partial-tuition scholarship awards are applied to the cost of tuition during the academic year only and **not** to summer tuition.

Retention

***For all students entering Fall 2023 and later*:** Any law school merit scholarship of any type awarded at the time of admission in any amount is non-forfeitable and non-conditional throughout completion of the J.D. program.

Other Scholarship Policies and Awards

Transfer of Divisions
The amount of scholarship funds awarded may be pro-rated for students who transfer between divisions so that the total scholarship award will equal that which the student would have expected to receive over a three or four-year period.

Reinstatement
Any scholarship that is revoked because of failure to meet the retention standard may be reinstated upon request if the scholarship recipient meets the retention standard at the conclusion of the following academic year.

Upper-Division Academic Achievement Awards
In addition to the entering scholarships available to Law School students, students may become eligible for tuition assistance after completing their first year. Students who place in the top 25% of their class at the end of every year are eligible to receive an Academic Achievement Award bringing their total financial aid package to half-tuition assistance. This award is renewable annually provided the student remains in the top 25% of their class. These awards can be granted in addition to a current scholarship, but in no case will the award bring a student's total financial aid package to more than half-tuition assistance. Continuing students will be notified in the summer if they are eligible for such an award. See the section of this Handbook about "Visiting Student Status" for the effect of such status on a scholarship award.

External Scholarships

The Law School regularly receives notices from outside organizations regarding the availability of scholarship assistance to law students and publishes the availability of these scholarships on the St. John's Law Student Resource Hub in Canvas as they are received. A partial list of the sponsors of these scholarship awards is as follows: The Brandeis Association, The Catholic Lawyers Guild of the Diocese of Brooklyn and Queens, The Columbian Lawyers Association (First Judicial District, Nassau and Queens Counties), The Flushing Lawyers Club, The New York State Trial Lawyers Association, and the Association of the Bar of the City of New York.

Scholarships for LL.M. in Bankruptcy Candidates

Law School Scholarships

There is a limited partial scholarship fund available to the LL.M. in Bankruptcy students. The scholarships are awarded based on the individual's credentials, potential for success, and need. Students interested in applying for such scholarships should submit a letter discussing the foregoing criteria to the Director of the Program, requesting a scholarship.

ABI Scholarship

The American Bankruptcy Institute currently awards a $15,000 annual scholarship to a student in the LL.M. in Bankruptcy Program. The scholarship is awarded based on the student's credentials, demonstrated interest in bankruptcy law, and potential for success in the field. Students wishing to apply for the ABI Scholarship should send an application letter to the Director of the Program outlining the student's eligibility based on the foregoing criteria with appropriate supporting materials.

The Robert M. Zinman Bankruptcy Scholarship

The Robert M. Zinman Bankruptcy Scholarship Fund provides an annual scholarship to a deserving LL.M. in Bankruptcy student at the Law School based on the student's credentials, demonstrated interest in bankruptcy law and potential for success in the field. Students wishing to apply for the Robert M. Zinman Bankruptcy Scholarship should send an application letter to the Director of the Program outlining the student's eligibility based on the foregoing criteria with appropriate supporting materials.

The Richard Lieb Bankruptcy Scholarship

The Richard Lieb Bankruptcy Scholarship Fund provides an annual scholarship to a deserving LL.M. in Bankruptcy student at the Law School based on the student's credentials, demonstrated interest in bankruptcy law and potential for success in the field. Students wishing to apply for the Richard Lieb Bankruptcy Scholarship should send an application letter to the Director of the Program outlining the student's eligibility based on the foregoing criteria with appropriate supporting materials.

Scholarships for LL.M. in Real Estate Candidates

Law School Scholarships

There is a limited partial scholarship fund available to the LL.M. in Real Estate students. The scholarships are awarded based on the individual's credentials, potential for success, and need. Students interested in applying for such scholarships should submit a letter discussing the foregoing criteria to the Director of the Program, requesting a scholarship.

Commencement and Conferral

Commencement Exercises, or "Commencement" refers to the formal procession and academic ceremony held in May to honor expected candidates for graduation. Commencement takes place in May following the conclusion of the Spring semester, though before confirmation of final spring semester grades or conferral of the degree. Participation in Commencement is therefore not a confirmation that a degree candidate has passed all the necessary classes to earn their degree.
Degree Conferral or "Conferral" refers to the official administrative act of verifying that a candidate for graduation has completed all degree requirements and has earned the degree.

Conferral takes place in September, January, and June each year, following the summer, fall, and spring sessions. June Conferral therefore takes place after May Commencement, so participation at Commencement is not confirmation of graduation from the program.

Graduation Honors and Commencement Awards are also determined after confirmation of final grades. Graduates who have earned Latin Honors or Academic Awards are notified after Commencement and Conferral. See the next section about Academic Honors and Awards for more information about Graduation Honors and Commencement Awards

Academic Honors and Awards

Annual Honors and Awards

Dean's List

J.D.
Dean's List is awarded to the top 25% of each J.D. class based on term GPA. Dean's List is determined by using students' rounded term GPAs to the hundredth place. Students on a Flex Reduced Credit program are included when calculating Dean's List. Class year for Dean's List is the same as class year for Class Rank. Any student registered for 6 or more graded credits is eligible for Dean's List. Any student repeating a class or with missing or incomplete grades is not eligible for Dean's List.

LL.M.
Dean's List is awarded to the top 25% of each LL.M. program based on term GPA. Students on a Flex Reduced Credit program are included when calculating Dean's List. A student must be in a minimum of 2 classes with a minimum of 4 completed credits to be eligible for Dean's List. Any student repeating a class or with missing or incomplete grades is not eligible for Dean's List.

Dean's Awards for Excellence

The Professor has the discretion to award the Dean's Award for Excellence to the student who achieves the highest score in each section of a course.

American Bankruptcy Law Journal Prize

The American Bankruptcy Law Journal awards a free one-year subscription to the Journal to the student who earns the highest grade in any bankruptcy class. For the course to qualify as a "bankruptcy class" the primary focus must be on bankruptcy; included (without limitation, in the spirit of the Bankruptcy Code) would be basic bankruptcy, creditors' rights or debtor-creditor, bankruptcy reorganization, consumer bankruptcy, LoPucki's debtor-creditor player's game, and

bankruptcy seminars. The winning student will receive a certificate of achievement from the Journal. Every year the Journal will publish the list of award winners.

Michele G. Falkow Excellence in Legal Writing Award

The Michele G. Falkow Excellence in Legal Writing Award was established in memory of Michele G. Falkow, a former School of Law Assistant Professor of Legal Writing and is awarded each year to the first-year J.D. student who submits the best brief in the Legal Writing II course. The student is recognized again at Graduation.

Graduation Honors

When the academic performance of a student has been exceptional, as demonstrated by the criteria indicated below, the student's degree will be awarded with honors as follows:

Summa Cum Laude

J.D. Program: Top 1% (as rounded) of the class, plus a cumulative GPA of at least 3.85.

LL.M. Programs: Top 1% of each program's class (as rounded), or top students of each program with a cumulative GPA of 3.85 or higher.

Magna Cum Laude

J.D. Program: Top 2% - 5% of the class (as rounded).

LL.M. Programs: Top 2% - 5% of each program's class (as rounded), or top students of each program with a cumulative GPA equal to or greater than 3.7 but below 3.85.

Cum Laude

J.D. Program: Top 6% - 20% of the class (as rounded).

LL.M. Programs: Top 6% - 20% of each program's class (as rounded), or top students of each program with a cumulative GPA equal to or greater than 3.6 but below 3.7.

Dean's List

Top 25% of the J.D. class including Latin Honors, of the class (as rounded). Dean's List honors will be awarded to LL.M. students who finish in the top 25% of each LL.M. program.

For purposes of determining Latin honors, class rank at graduation, and commencement awards, September and January graduates are ranked with the following June's graduates. The final cumulative grade point averages of all JD students will be consolidated for ranking and honors purposes at the time of graduation. LL.M. students who complete all course requirements for their degrees at the time of commencement, including students who complete those requirements in the September and January preceding commencement, will be eligible for graduation honors and commencement awards.

Commencement Awards

Outstanding student performance is recognized by graduates and friends who support the presentation of student awards each year. The following awards are made to graduating students:

American Bankruptcy Institute Medal for Excellence in Bankruptcy Studies
Awarded to the student (or students) in the graduating class who has demonstrated excellence in the study of Bankruptcy Law.

Dianne Marie Arrue Memorial Award
Established by the classmates of the late Dianne Marie Arrue, a student committed to public interest work and service, and awarded to a graduate who has demonstrated extraordinary commitment to public interest work, including dedication to and leadership of the Public Interest Center and/or the Public Interest Law Students Association. The Dean selects the recipient, upon the recommendation of the Director of the Public Interest Center.

Justice Harold Birns Award
Established by Renee Birns in memory of her husband, Justice Harold Birns, an honor graduate of the class of 1937, and awarded to the student in the graduating class who has published the best note in a student journal.

Justice Albert H. Bosch Award
Established by Justice Albert H. Bosch, a graduate of the class of 1933, and awarded to the students in the graduating class who has demonstrated excellence in the area of trial or appellate advocacy.

Dean Mary C. Daly Memorial Prize
Established by alumni and friends in memory of Dean Mary C. Daly, former Dean and John V. Brennan Professor of Law and Ethics (2004-2008) and awarded to the student in the graduating class who has achieved the highest grade in Professional Responsibility.

Ned D. Frank Award
Established by Justice and Mrs. Harry B. Frank to perpetuate the memory of their son, Ned D. Frank, a member of the class of 1960, and awarded to the student in the graduating class who achieves the highest grade in Criminal Law.

Daniel A. Furlong Award
Awarded to the student in the graduating class who, in the opinion of the Dean, has rendered outstanding service and leadership to the Law School community.

Rita Giannone Memorial Award
Established by friends and family in memory of Rita Giannone, a member of the class of 1981, and awarded to the student in the part-time division of the graduating class who has achieved the highest grade in Constitutional Law.

Justice David T. Gibbons Award
Established by the Bar Association of Nassau County, New York and members of the Gibbons family in memory of the late Justice David T. Gibbons, a member of the class of 1949, and awarded to a student in the part-time division who has achieved the highest grade in Evidence.

Esterina Giuliani Award
Established by Esterina Giuliani ’06 and awarded to the student in the part-time division who has achieved the highest cumulative grade point average.

International Academy of Trial Lawyers Award
Awarded to the student in the graduating class who achieves the highest grade in Evidence.

Joseph Kerzner Prize
Established through a generous endowment from Joseph Kerzner, the prize is awarded to the student in the graduating class who has achieved the highest cumulative grade point average.

Timothy J. Meehan Memorial Award
Established by the family and friends of the late Timothy J. Meehan, a member of the class of 1974, and awarded to the J.D. student and the LL.M. in Real Estate student in the graduating class who achieve the highest grade in Real Estate Transactions.

National Association of Women Lawyers Award
Awarded to an outstanding law graduate of each American Bar Association approved law school who shows promise to contribute to the advancement of women in society.

Pro Bono Service Award
Awarded to the student(s) who, in furtherance of the goal that members of the legal profession and those aspiring to enter the legal profession have a special professional responsibility to assist in providing quality legal services to those who cannot afford them, successfully completed at least 500 hours of law-related volunteer work prior to graduation.

Tyler Ramaker Memorial Award
Established by the family and friends of the late Tyler Ramaker, a member of the Moot Court Honor Society, and awarded to the graduating Moot Court student who demonstrates outstanding service, leadership through action, dedication, and cooperative teamwork. The Dean selects the recipient, upon the recommendation of the Moot Court Honor Society’s incoming Executive Board.

Chief Judge Edward D. Re Commencement Prize
Established in honor and memory of Chief Judge Edward D. Re, an honor graduate of the class of 1943, who was Chief Judge Emeritus of the U.S. Court of International Trade and served as a professor at St. John’s University School of Law. Awarded to the student in the graduating class who is selected by the Dean based on outstanding scholarship and service.

School of Law Alumni Association Pro Bono Award
Established by the School of Law Alumni Association and awarded to a graduating student of high academic standing with exceptional pro bono service.

Springer Legislative Award
Established by Adele I. Springer, '30L in honor of her brother, Jack Springer ('33), to encourage appreciation of the law-making process and the enactment of worthwhile legislation and awarded to the student in the graduating class who achieves the highest grade in a legislation course.

St. Vincent de Paul Legal Program, Inc., Clinic Awards
Awarded to the students who made the most outstanding overall contribution to each of the clinics.

Justice Louis Wallach Memorial Award
Established by friends and family of the late Justice Louis Wallach, a graduate of the class of 1946, and awarded to the student in the graduating class who achieves the highest grade in New York Practice.

The Wann Family Foundation Award
Established by Robert Wann, Jr., '07 and awarded to the students in the graduating class who achieve the highest grade in each of the following courses: Consumer Protection; Securities Regulation; Business Planning; and Corporate Finance.

Morton Wasserman Award
Established by Frances Wasserman in memory of her husband, Morton Wasserman, and awarded to the student in the graduating class who achieves the highest grade in Introduction to Intellectual Property.

Cornelius W. Wickersham, Jr. Award
Established by the Federal Bar Council and awarded to the student in the graduating class who achieves the highest grade in Constitutional Law.

Beatrice Levine Awards
Awarded to the J.D. student and the LL.M. in Real Estate student in the graduating class who achieve the highest grade in each of the following classes: Condominiums, Cooperatives, and Homeowners Associations, Drafting: Real Estate Transactions, and Property. Please note, the LL.M. in Real Estate students are not eligible for the award in the Property class.

New York City Trial Lawyers Alliance Trial Advocacy Award
Awarded to the student in the graduating class who has shown excellence in civil trial advocacy.

Excellence in Legal Writing for LL.M. Award
Awarded each year for highest achievement in two semesters of Legal Research, Analysis and Writing for LL.M.

Global Leadership Award
Awarded each year to an LL.M. graduate in the U.S. Legal Studies program and in the Transnational Legal Practice program who has demonstrated outstanding leadership and citizenship within the St. John's Law community.

Excellence in Transnational Legal Practice LL.M.
Awarded each year to an LL.M. graduate in the Transnational Legal Practice program for highest academic achievement in two semesters of Transnational Legal Practice courses.

LL.M. Applied Skills Award
Awarded each year to an LL.M. graduate who has demonstrated outstanding academic achievement in applied legal skills.

Note: In cases where two or more students have equally high grades, the award will be given to the recipient(s) of the Dean's Award for Excellence for the course. If no such award is given for the class, the award will be distributed equally among the students with the highest grades.

Academic Calendar 2026-2027

The Academic Calendar is published on the law school website. You can find it by navigating to the Academics page and clicking on "Academic Calendar." Dates are subject to adjustment, and changes to the calendar will be updated on the online version of the Academic Calendar.

Fall Semester 2026

Date	Note
Thursday, August 6	Last day to drop a pre-session course
Friday, August 7	Last day to add a pre-session course
Monday, August 10	Fall Pre-Session begins
Wednesday, August 12	Fall Semester begins for all 1L students
Monday, August 17	Introduction classes begin for LL.M students in TLP and USLS LL.M Orientation
Friday, August 21	Fall Pre-session ends
Monday, August 24	Fall Main Term begins
Friday, August 28	Add/Drop deadline.
Monday, September 7	Labor Day - No classes scheduled
Monday, September 14	Scholarly Writing applications due
Monday, September 21	Yom Kippur - No classes scheduled
Tuesday, September 22	Legislative Monday
Tuesday, November 24	Last day of class
Wednesday, November 25-Friday, November 27	Thanksgiving recess
Monday, November 30	Study day
Tuesday, December 1-Friday, December 11	Final Exam Period
Monday, December 14	Make-up day for exams
Tuesday, December 15	Make-up day for exams; Fall Main term and Law Full term end Students should not make travel plans until after this date
Note: Make-up days maybe designated as needed prior to the start of Final Exams.	

Fall Semester 2026 Class Dates

Day	Dates
Monday	August 24, 31, September 14, Tuesday, September 22, 28, October 5, 12, 19, 26, November 2, 9, 16, 23
Tuesday	August 25, September 1, 8, 15, 29, October 6, 13, 20, 27, November 3, 10, 17, 24
Wednesday	August 26, September 2, 9, 16, 23, 30, October 7, 14, 21, 28, November 4, 11, 18
Thursday	August 27, September 3, 10, 17, 24, October 1, 8, 15, 22, 29, November 5, 12, 19
Friday	August 28, September 4, 11, 18, 25, October 2, 9, 16, 23, 30, November 6, 13, 20

Spring Semester 2027

Date	Note
Friday, January 1	Last day to drop/add a pre-session course
Monday, January 4	Spring Pre-session and Law Full Term begin Lawyering class begins, Introduction classes begin for LL.M students in TLP and USLS, LL.M Orientation
Friday, January 8	Spring Pre-session, Lawyering and LL.M Intro classes end
Saturday, January 9	Snow day for pre-session classes
Monday, January 11	Spring Main Term begins
Friday, January 15	Add/Drop deadline.
Monday, January 18	Martin Luther King Jr. Day - No classes scheduled
Monday, February 1	Scholarly Writing applications due
Monday, February 15	President's Day - No classes scheduled
Tuesday, February 16	Legislative Monday
Monday, March 1 - Friday, March 5	Spring Break
Friday, March 12	Racial Justice Day
Thursday, March 25- Monday, March 29	Easter Break
Wednesday, March 31	Legislative Monday
Friday, April 23	Last day of class

Monday, April 26- Friday, May 7	Final Exam Period
Monday, May 10	Make-up Day for exams; Spring Main term and Law Full term end Students should not make travel plans until after this date
Note: Make-up days may be designated as needed prior to the start of Final Exams.	

Spring Semester 2027 Class Dates

Day	Dates
Monday	January 11, 25, February 1, 8, Tuesday, February 16, 22, March 8, 15, 22, Wednesday, March 31, April 5, 12, 19
Tuesday	January 12, 19, 26, February 2, 9, 23, March 9, 16, 23, 30, April 6, 13, 20
Wednesday	January 13, 20, 27, February 3, 10, 17, 24, March 10, 17, 24, April 7, 14, 21
Thursday	January 14, 21, 28, February 4, 11, 18, 25, March 11, 18, April 1, 8, 15, 22
Friday	January 15, 22, 29, February 5, 12, 19, 26, (Class for Friday, March 12 must be made up) March 19, April 2, 9, 16, 23

END