

The University of Akron
School of Law
**STUDENT
HANDBOOK**
2025 - 2026



**Dean and Professor of Law
Emily Janoski-Haehlen**

This Handbook has the limited purpose of providing information about the programs of The University of Akron School of Law. The Handbook should not be construed as the basis of an offer or contract between the Law School and any present or prospective student. The Law School has the right to amend, add, or delete any information in this Handbook, including any course of study, program, or regulation. Such changes are announced routinely within the University.

**NONDISCRIMINATION POLICY
THE UNIVERSITY OF AKRON SCHOOL OF LAW**

- The University of Akron is an Equal Opportunity Educational and Employment Institution. There shall be no unlawful discrimination on account of race, color, creed, sex, disability, national origin, age, or religion in education, employment, or admissions, or in services provided by the School of Law. Neither shall there be any discrimination on account of sexual orientation in education, employment, or admissions, or in services provided by the School of Law.

These prohibitions include harassment on the basis of race, color, sex, sexual orientation, gender, gender identity or expression, disability, national origin, ethnicity, age, religion, or military status. They apply to all School of Law faculty, contract professionals, staff, and students.

Nothing herein prohibits consideration, to the extent permitted by law, of any of the aforementioned characteristics in admissions or employment for the purpose of achieving diversity.

The University of Akron's non-discrimination policy is available on the University's website at <https://www.uakron.edu/ogc/legal-policies-and-procedures/nondiscrimination-policy.dot>

The University of Akron's Sexual-harassment policy is available on the University's website at <http://www.uakron.edu/ogc/UniversityRules/pdf/11-13.pdf>.

- This policy shall be posted on the School of Law's website, and shall be included in appropriate printed materials of the School of Law.

Adopted by the Law Faculty April 12, 2007

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FACULTY AND STAFF

Dean's Office:

- Dean and Professor of Law: [Emily Janoski-Haehlen](#)
- Assistant to the Dean: [Robin Lombardi](#)
- Director, IT Support: [Joshua Grove](#)

Office of Academic Affairs

- Associate Dean of Academic Affairs & Associate Professor: [Michael Gentithes](#)
- Director of Academic & Student Affairs: [Melissa Kress](#)
- Director of Online Education and Master of Studies in Law Program: [Misty Franklin](#)

Office of Student Affairs

- Assistant Dean of Student Affairs: [Andrew Costigan](#)
- Manager of Enrollment Services: [Shannon Aupperle](#)

Office of Academic Success

- Professor of Academic Success [Cindy Mast](#)
- Director of Academic Success Programs: [Allesan Armstrong](#)

Office of Admissions

- Associate Dean for Administration and Enrollment Management: [Barbara DiGiacomo](#)
- Director of Admissions: [Anthony P. Colucci, III](#)
- Assistant Director of Admissions: [Jennifer Browning](#)

Office of Alumni and Development

- Director of Development: [Andreas Ellis](#)

Office of Career Services

- Assistant Dean for Career Services, Strategic Initiatives, & External Affairs: [Alisa Benedict O'Brien](#)
- Director of Career Services and Strategic Initiatives: [Alecia Bencze](#)
- Program Coordinator: [Pleshae McPhee](#)

Office of Finance and Personnel Administration

- Assistant Dean of Finance and Personnel: [Marchelle Hunt](#)

Law Library

- Associate Dean of Law Library Services: [Kerry Lohmeier](#)
- Assistant Professor, Law Library: [Susan Altmeyer](#)
- Assistant Professor, Law Library: [Amelia Landenberger](#)
- Assistant Professor, Law Library: [Sarah Starnes](#)
- Library Services Coordinator: [Tiffanie Nevins](#)

Legal Clinics

- Clinical Professor of Law, Director of Legal Clinic, and Pro Bono Coordinator: [Joann Sahl](#)
- Assistant Clinical Professor, Director SEED Clinic: [Julie Cortes](#)
- Clinic Administrator: [Angela Smith](#)

A complete list of the School of Law Administration, Faculty, and Staff may be found at www.uakron.edu/law/faculty/directory.

SCHOOL OF LAW COMMUNICATION

University of Akron Email Address

Each student is assigned an email address. Information from the School of Law will be sent to students at their UA email address. Students are responsible and deemed to have received notice of all matters communicated to their UA email.

Law School Department Announcements and Newsletters

The Law School departments frequently send email announcements and/or have weekly or monthly newsletters, including information about registration, exams, career development, pro bono and community service opportunities, student organizations, law school events, and other notices of general interest to the Law School community. Students are responsible and deemed to have received notice of all matters communicated via these email announcements and department newsletters.

Confidential and Personal Communication / Mailing Address and Phone Number

Correspondence from the School of Law to individual students involving personal and confidential matters (such as academic standing) may be sent via first-class U.S. mail to the address designated by the student as his or her official mailing address as well as to the student's UA email address. It will be assumed that the student receives and reads mail sent to the mailing address he or she provides through [Workday Student](#) (which can also be accessed through [My Akron](#)).

Students must provide a phone number at which they can reliably be reached and at which confidential voice messages can be left. To update your contact information, please log onto your [Workday Student](#) account and complete the change online.

Note the distinction between the home and mailing address types:

- The Home address is your permanent residential address. If you live at a different address when you are not attending UA, that residential address is your Home address.
- If you receive mail at an address other than a residential address, provide an updated Mailing address.

School of Law Calendar

The University of Akron School of Law academic calendar is available on the website: <http://www.uakron.edu/law/curriculum/areas/calendar.dot>.

Brightspace - <https://brightspace.uakron.edu>

Brightspace is the University of Akron's learning management system containing law school course information and student resources.

My Akron – <https://my.uakron.edu>

My Akron is your portal to many online services at the University including payments, financial aid, etc.

Workday – <https://www.myworkday.com/uakron/d/home.html>

Workday is the University's electronic management system where students may register for classes, view class schedules, and more.

Stellic – <https://uakron.stellic.com>

Stellic is the University's advising system. Students can use Stellic to track their degree progress, in consultation with the Office of Student Affairs.

CURRICULUM AND COURSES OF STUDY

The School of Law structures its academic program to comply with the requirements of the American Bar Association, the Association of American Law Schools, and the Higher Learning Commission. This Student Handbook should be interpreted to comply with those standards.

To better accomplish its objectives and serve our students, the University reserves the right to alter, amend or revoke any rule or regulation. The policy of the University is to give advance notice of such change, whenever feasible. The Law School has the right to amend, add, or delete any information in this Handbook, including any course of study, program, or regulation. Such changes are announced routinely within the University.

Juris Doctor Degree (JD)

Learning Outcomes

1. Students will gain knowledge and understanding of the substantive and procedural law sufficient to pass the bar exam and to practice law.
2. Students will learn the principles of legal analysis and reasoning such that they can apply legal principles to novel factual scenarios.
3. Students will demonstrate the ability to employ problem-solving strategies and techniques in order to satisfy clients' needs when practicing law.
4. Students will demonstrate effective written communication as may be required for different contexts in the practice of law.
5. Students will acquire effective legal research skills.
6. Students will learn effective oral communication skills for a variety of legal contexts.
7. Students will learn their professional and ethical responsibilities to their clients, the legal system, and their community.

Requirements and Regulations

The School of Law offers a full-time and a part-time program, both leading to the degree of Juris Doctor (JD). A beginning law student is subject to the degree requirements in effect for that semester upon matriculation.

Students should monitor their degree checklists. Information and materials related to degree audits may also be found on under the **Law School Student Resources** page.

The curriculum of the School of Law is designed to provide training for technical competency, professional responsibility, and for the practice of law in any common law jurisdiction. Law is studied by the case, problem, seminar, and clinical methods.

Successful completion of eighty-eight (88) credit hours with a minimum 2.30 cumulative grade point average is required for the completion of the JD degree. This course of study includes sixty-one (61) credit hours of required courses (six (6) of the sixty-one (61) credits must be experiential learning credit) and an upper-division writing requirement. Students also must complete at least thirty (30) hours of Pro Bono Publico Service and register for the accompanying LAWX:613 (0 credit) Pro Bono course. Beginning with the incoming class of August 2023, students must also complete at least twelve (12) hours of professionalism training and professional identity development and must register for the accompanying (0 credit) Professionalism course.

*(Adopted by the law faculty and university approved October 14, 2015
Updated and revised by the law faculty approved February 23, 2023)*

The core curriculum establishes the essential foundation for upper-division courses. The first-year courses include foundational study of common law origin, public law, research, writing and procedure. If a student fails to complete a required course in the order offered by the law school, the student MUST take the next available offering.

Fundamentals of Lawyering and Orientation are designed to introduce you to law school and integrate you into the law-school community. These programs, which occur before and during the first year of law school, also include educational opportunities required by ABA accreditation standards. Attendance at Fundamentals of Lawyering and Orientation programs is mandatory absent rare and compelling circumstances. Any request to be excused from attendance must be made in writing to the Assistant Dean of Student Affairs and must detail the rare and compelling circumstances supporting the request. If the request is granted, the student must work with the Assistant Dean of Student Affairs and the Academic Success Program to develop and implement a plan to ensure the student receives the necessary educational opportunities and integration into the law school community.

Required Core Courses

All students must successfully complete the following courses:

- | | | |
|------------|---------------------------------|-----------|
| • LAWX:601 | Civ. Pro: Federal Jurisdiction | 3 credits |
| • LAWX:602 | Civ. Pro: Federal Litigation | 3 credits |
| • LAWX:603 | Con Law: Governmental Authority | 3 credits |
| • LAWX:604 | Con Law: Individual Rights | 3 credits |
| • LAWX:607 | Criminal Law | 3 credits |
| • LAWX:608 | Evidence | 3 credits |
| • LAWX:609 | Fundamentals of Lawyering | 0 credit |
| • LAWX:611 | Contracts | 4 credits |
| • LAWX:612 | Professional Responsibility | 3 credits |
| • LAWX:613 | Pro Bono Service Requirement | 0 credit |
| • LAWX:618 | Advanced Legal Research | 1 credit |

- LAWX:619 LARW I 3 credits
- LAWX:620 LARW II 3 credits
- LAWX:625 Torts 4 credits
- LAWX:626 Business Associations 4 credits
- LAWX:645 Property 4 credits
- LAWX:669 UCC-Sales 3 credits
- LAWX:673 Bar Exam Preparation 3 credits
- LAWX:676 Legislation and Regulation 2 credits
- LAWX:688 Legal Drafting 2 credits
- LAWX:718 MBE Skills for the Bar Exam 1 credit

Core, required course list revised - Law Faculty Approval: 3/15/22

The School of Law offers a variety of upper-class elective courses. Not all elective courses are offered each semester. A complete list of course descriptions is available on [Brightspace](#) under the **Law School Student Resources** page.

Experiential Learning Requirement

Each student must take at least six credits of upper-level experiential instruction. One of the six credits must involve learning and experience in negotiation skills (denoted below by an asterisk). Students may satisfy the experiential learning requirement by completing a clinic, externship, or a simulation course listed below.

- Clinics and Externships
 - All clinics and externships for credit will satisfy this requirement.
 - LAWX:683 SEED Clinic (2-3 cr.)
 - LAWX:691 Civil Litigation Clinic (2-3 cr.)
 - LAWX:696 Externship Program (2-3 cr.)
 - LAWX:706 Domestic Relations (3 cr.)
 - LAWX:709 Reentry Clinic (2 cr.)
 - LAWX:896 Trademark Clinic (2 cr.)
- Simulation Courses (list is not exhaustive)
 - LAWX: 628 Seminar in Pretrial Advocacy (3 cr.)
 - LAWX: 642 Alternative Dispute Resolution (3 cr.)*
 - LAWX: 653 Experiential Learning Seminar (3 cr.)
 - LAWX: 659 Negotiation (1-3 cr.)*
 - LAWX: 667 Drafting for Estates (3 cr.)
 - LAWX: 681 Summer Trial Academy (3 cr.)
 - LAWX: 689 Appellate Practice and Procedure (2-3 cr.)
 - LAWX: 684 Seminar: Mediation Skills (1-3 cr.)*
 - LAWX: 688 Legal Drafting (2 cr.) – [the first completion is required and does not count toward the Experiential-Learning requirement.]
 - LAWX: 905 International Negotiations (1 – 3 cr.)*

Individual Studies and Research (ISR)

Students may take the ISR course to independently research a legal issue under faculty supervision. The student will be required to define clearly the problem (thesis) to be developed, and to analyze and critically evaluate legal authority and other reasoning in support of the student's thesis. The problem must result in a written paper that approaches, in form and quality, a law review article.

The course may be repeated to a maximum of six credits and may be used to satisfy the upper-division writing requirement. This course requires the permission of the Associate Dean of Academic Affairs. Additional ISR information and the Enrollment Request Form are available on [Brightspace](#) under the **Law Student Resources** page.

Upper Division Writing Requirement (UDWR):

Students must complete the Upper Division Writing Requirement prior to their last semester of law school. The requirement can be satisfied by taking any of the following courses and completing the required writing assignments to satisfy the UDWR:

- Individual Studies and Research
- Seminars with paper finals
- Law Review
- Moot Court Competition Brief (if written by a single author)

Clinical Training and Public Service

The University of Akron School of Law recognizes the need to prepare students with practical skills and has created a variety of opportunities for clinical experiences. The clinical participant can actively assist in trial and appellate litigation. A student may take a maximum of 12 credit hours toward graduation in the clinics, externship programs, Advocacy Teams, and Law Review, unless subject to other restrictions on course load that are triggered by a low grade point average.

Pro Bono Publico/Community Service Requirement

JD students are required to register for LAWX:613 (0 credit) and complete a minimum of thirty (30) community service and pro bono hours. This requirement allows students to gain positive experiences that will promote their future involvement as practitioners and provide independent educational value (direct knowledge) concerning the plight of persons of limited means and their access to justice. Students completing these hours must also meet the following conditions:

- A minimum of fifteen (15) of the thirty (30) community service hours must involve service to persons of limited means or to organizations that are dedicated primarily to serving such persons.

- A minimum of ten (10) of the thirty (30) community service hours must be in pro bono publico service (community service that consists of rendering law-related service under the supervision of an attorney).
- A minimum of five (5) of the ten (10) pro bono publico service hours must involve service to persons of limited means or to organizations that are dedicated primarily to serving such persons.

Students must also track and report their hours to the Student Community and Pro Bono Publico Service Coordinator by the following dates:

- Hours served in the Fall Semester: by the last business day in January.
- Hours served in the Spring Semester: by the last business day in June.
- Hours served in the Summer Semester: by the last business day in September.

Students graduating in December must complete the thirty-hour requirement and report all hours by November 1 of that year. Students graduating in May must complete the thirty-hour requirement and report all hours by April 1 of that year.

The Student Community and Pro Bono Publico Service Coordinator has sole discretion to accept late-reported hours and does so only when the student demonstrates “rare and compelling circumstances” warranting acceptance of the late-reported hours.

To learn more and to find opportunities, visit:

www.uakron.edu/law/current-students/probono.dot.

Clinical Experiences

Students may participate in a for-credit clinical experience through one of the School of Law’s Clinical Programs:

- Trademark Clinic
- SEED (Small Entrepreneur & Economic Development) Clinic
- Civil Practice Clinic
- Reentry Clinic

Externships

The School of Law Career Services Office arranges for-credit externship placements, primarily in public or not-for-profit agencies. Placements generally include the chambers of state and federal judges, prosecutors, public defenders, legal aid attorneys, and not-for-profit hospitals where an attorney is available to supervise students. To further complement this practical legal experience, students take a course component that focuses on issues involving law practice. Please contact the Career Services Office before registering for this course to arrange for placement. Externship Program, which may be taken for either two or three credits, may be repeated for up to a total of twelve credits. Each instance must be for a different externship placement. For placement, information, or to apply, visit the Externships

website at www.uakron.edu/law/curriculum/externships.dot.

Externships through other ABA Approved Law Schools

Students interested in enrolling in clinical externships and internships through other ABA-accredited law schools must get written permission from the Associate Dean of Academic Affairs or the Assistant Dean of Student Affairs. The clinical experience may be at the ABA-accredited law school or via that school's study abroad program. The student must provide a written description of the proposed experience. The program must:

- be offered through an ABA-accredited program;
- have a classroom component or a similar way of having faculty input and supervision and student reflection upon the clinical experience as a broader learning experience;
- be supervised by a faculty member who is available to students during the experience; and
- if an externship, the externship field placement must be regularly reviewed and assessed by a faculty member as to its value and the type of learning and feedback experiences students receive in the placement.

(Approved by the School of Law Faculty October 20, 2005)

Professional Identity Development

In accordance with ABA Standard 303(b), beginning with the incoming class in August 2023, JD students will be required to complete at least twelve (12) hours of professionalism training and professional identity development. Professional identity formation includes, but is not limited to, the knowledge, skills, values and morals, goals, and personality traits considered foundational to successful legal practice. This requirement furthers Akron Law's goal of producing practice-ready attorneys. Further, this requirement models the hours of Continuing Legal Education (CLE) that students must complete once they become practicing attorneys.

Students must also track and report their hours to the Professional Identity Development Coordinator by the following dates:

- Hours completed in the Fall Semester: by the last business day in January.
- Hours completed in the Spring Semester: by the last business day in June.
- Hours completed in the Summer Semester: by the last business day in September.

Students graduating in December must complete the twelve-hour requirement and report all hours by November 1 of that year. Students graduating in May must complete the twelve-hour requirement and report all hours by April 1 of that year.

The Professional Identity Development Coordinator has sole discretion to accept late-reported hours and does so only when the student demonstrates "rare and compelling circumstances" warranting acceptance of the late-reported hours.

(Approved by the School of Law Faculty February 23, 2023)

Legal Intern Certificate

Students who are either employed by or associated with (1) a law school clinic, (2) legal aid bureau, (3) public defender's office, (4) prosecutor's office, or (5) other legal services organization that provides legal assistance primarily to financially needy individuals or is responsible for handling civil cases or prosecuting criminal felony or misdemeanor cases for the State of Ohio or a municipal corporation, may apply for a Legal Intern Certificate.

To be eligible, a student must (1) meet the above-described employment or association requirement, (2) be in good academic standing and eligible to continue, and (3) have completed at least twenty-nine credits toward their Juris Doctor degree. Credits are not considered complete until grades have been submitted. The Legal Intern Certificate requires a fee payable by certified check or money order only. The normal time to receive the certificate is ten to fourteen days.

Legal Intern Certificate applications are available from the Supreme Court of Ohio Website at: www.sconet.state.oh.us/AttySvcs/admissions/interns.

International JD Program

The International JD Program enables foreign lawyers or applicants who have earned a first degree in law outside of the United States to transfer up to twenty-nine (29) credits from a qualified program. Information and application procedures may be found on the website: www.uakron.edu/law/curriculum/international-jd.dot.

Certificate Programs

The School of Law offers certificates in Constitutional Law, Intellectual Property Law, Litigation, Business Law, and Health Law. Students may take advantage of the opportunity to specialize in one or more and receive a certificate denoting successful completion of their requirements. Students must be admitted into the program by an advisor and the Associate Dean of Academic Affairs and must attain a cumulative 2.3 grade point average in all certificate courses.

An essential element of the Certificate is the student working closely with a designated faculty advisor as part of an enhanced learning experience justifying awarding of the Certificate. *Students are encouraged to submit applications to enter certificate programs as early as the second semester of full-time attendance and the fourth semester of part-time attendance.* The earlier a student begins working with a faculty advisor, the better.

A student shall submit the certificate application (and course selections approved by the Faculty Advisor for the certificate) to the Assistant Dean of Student Affairs by **February of the second year of law school (full-time) or February of the third year of law school (part-time)**. The Faculty Advisor for the certificate may waive the deadline only upon determining that the student would be able to fulfill all of the requirements of the program and that the student would be able to work with the Faculty Advisor to achieve the enhanced learning experience that the program is intended to provide. See the Certificate Program applications

for further details and requirements (www.uakron.edu/law/curriculum/certificates.dot).

LLM and Joint Degree Programs

Joint degree program descriptions and application packets are available on [Brightspace](#) under the **Law School Student Resources** page. Additional information may be found on the School of Law curriculum website (www.uakron.edu/law/curriculum/degrees.dot).

The School of Law offers:

- [Juris Doctor/Master of Laws \(JD/LLM\)](#)

The School of Law offers full-time and part-time programs leading to two degrees, the Master of Laws (LLM) and the joint Juris Doctor/Master of Laws (JD/LLM).

LLM students should monitor their progress toward the LLM (and the JD, if applicable) through Degree Progress Reporting (DPR), available on [My Akron](#). LLM audit sheets are also available on [Brightspace](#) under the **Law School Student Resources** page. See the Master of Laws (LLM) Addendum for additional policies and procedures applicable to this program.

The School of Law and College of Business Administration offer:

- [Juris Doctor/Master in Business Administration \(JD/MBA\)](#)
- [Juris Doctor/Master of Taxation \(JD/MTax\)](#)
- [Juris Doctor/Master of Science in Accountancy – Financial Forensics \(JD/MSA\)](#)

To pursue the JD/MBA, JD/MTax, or JD/MSA program, the student must apply to and be accepted by the School of Law, the Graduate School, and the College of Business Administration Graduate Program. The College of Business Administration may waive the GMAT upon receipt of the applicant's LSAT score. More information about these joint degrees is available at www.uakron.edu/cba/graduate/programs/joint-degree/general-requirements.dot.

The School of Law and the Bliss Institute offer:

- [Juris Doctor/Master of Applied Politics \(JD/MAP\)](#)

Students interested in the JD/MAP degree must apply to and be accepted by the School of Law, the Graduate School, and the Department of Political Science. The LSAT may be substituted for the GRE.

The School of Law may develop additional joint-degree programs.

The total time required to complete a joint degree program is less than the time required to complete both programs independently. Courses in one college fulfill course requirements in the other college. Law students may transfer in ten to twelve credits, depending upon the degree, toward the eighty-eight credits required for the JD. Individuals with baccalaureate degrees in any field of study are eligible to apply for a joint degree program.

For graduate credit to apply toward the JD requirements, students must complete the *Transfer of Graduate Credit Permission Form* available on [Brightspace](#) under the **Law School Student Resources** page.

JD to MSL Transfer of Credit

JD to MSL transfer applicants must complete all application materials required for the MSL program. Up to twelve (12) credits of JD coursework with a C or better may be transferred as credit only; three of which shall be used to satisfy the Introduction to Law and the American Legal System requirement. No student may enroll in the MSL capstone in the same semester in which they begin the MSL program.

Approved by Law Faculty on January 1, 2019

ACADEMIC POLICIES AND STANDARDS

Honor Code

The University of Akron School of Law has an Honor Code and operates on the honor system. The Honor Code is an important part of the professional and ethical environment of the School of Law. All students are expected to adhere to its requirements in their academic work. In addition, the disciplinary code adopts standards of professional and ethical conduct by which students are expected to govern their behavior both in and out of class.

“I did not give, receive, or witness unpermitted aid.”

This is the Honor Code pledge that all students are required to transcribe on each assignment, paper, or examination submitted to their professors or instructors. After transcribing the Honor Code pledge, each student must sign the pledge by using his or her name, anonymous exam ID, or student identification number as instructed for the assignment.

If a student believes that he or she has witnessed a violation of the Honor Code during an exam or other assignment, the student should not sign the pledge. Students witnessing a violation should inform a faculty member, the Associate Dean of Academic Affairs, Assistant Dean of Student Affairs, or the Chair of the Academic & Discipline Committee. If a potential Honor Code violation has occurred, the faculty member will contact the chair of the Student Academic & Disciplinary Committee, who will arrange for a confidential investigation of the alleged violation.

The failure to report a violation of the Honor Code is itself a ground for disciplinary action.

AI Policy

The School of Law encourages innovation and experimentation with technology. However, there is a potential to use technology in a way that undermines learning and that can cause ethical and privacy concerns. Artificial intelligence can acquire and process information and

answer questions by generating tailored natural-language outputs. This means there is an inherent risk that textual and other products provided by artificial intelligence systems can be passed off as one's own work, which, of course, is plagiarism – a core form of traditional academic dishonesty.

It is the School of Law's policy that the use of generative artificial intelligence tools, in:

- preparing to write, or writing, academic work for courses or co-curricular activities;
- preparing to write, or writing, exams;
- drafting and delivering oral presentations of any kind;
- participating or engaging in other academic activities or assessments, written or otherwise; or
- preparing for any coursework for which it would be inappropriate to consult or utilize the help of another person,

is prohibited unless expressly identified in writing by the instructor as an appropriate resource for the academic work or exam in the instructor's course. The same is true of co-curricular activities unless authorized in writing by the faculty advisor. If not expressly identified in writing by the instructor or advisor, any use of AI will be considered academic dishonesty and the student will be subject to disciplinary action.

Good Academic Standing

Students must maintain a minimum grade point average (GPA) of 2.30 to be in good standing and remain enrolled in the School of Law. The faculty has determined that a cumulative grade point average of less than 2.30 demonstrates unsatisfactory work by a student.

(Revised and approved by law faculty and UA Board of Trustees - October 14, 2015)

Grade Point Average (GPA)

The School of Law uses a 4.00 grading scale of A to F, with pluses and minuses. There is no A+. The School of Law calculates student GPA to the nearest hundredth. This rounding is effective for every semester during the student's law school career and through law commencement. This GPA will also be used for class rankings, Dean's List, Honors List, and graduation with honors.

Other marks listed on transcripts include:

- CR (Credit): the student has received credit for a course graded on a credit/no-credit basis.
- NCR (No Credit): the student has not received credit for a course graded on a credit/no-credit basis.
- I (Incomplete): the student has done passing work in the course, but some part of the work is, for a good and acceptable reason, not complete at the end of the term. If a student fails to make up the omitted work satisfactorily by the end of the following semester, not including summer sessions, the "I" converts to an "F". When the work is satisfactorily completed within the allotted time, the "I" is changed by the professor

- to the grade the student has earned.
- IP (In Progress): the student has not completed the scheduled work during the term because the nature of the course does not permit completion within a single term. IP Grades are only given in extraordinary circumstances.
 - PI (Permanent Incomplete): the student’s instructor and the Associate Dean of Academic Affairs or Assistant Dean of Student Affairs have for special reason authorized the change of an “I” to a “PI”. The student is not permitted to complete the work in the course.
 - NGR (No Grade Reported): at the time grades were processed for the present transcript, no grade had been reported by the instructor.
 - WD (Withdrawal): the student registered for the course but withdrew officially sometime after the second week of the term.

Credit Hour Classification Table

Full-Time 1	Full-Time 2	Full-Time 3
0 – 29 credits	30 – 57 credits	59 or more credits

Part-Time 1	Part-Time 2	Part-Time 3	Part-Time 4
0 – 20 credits	21 – 46 credits	47 – 68 credits	69 or more credits

Grade Posting

Faculty members are responsible for entering their grades into the grade rosters. Students may access their grades and unofficial transcripts on-line via [My Akron](#) only after the University Registrar’s Office generates and posts the grades as official. Law grades are usually available according to the following schedule:

Semester/Term	Availability for law students
Fall	Four weeks after last exam date
Spring	Three weeks after last exam date
Summer Intersession I & II	Two weeks after exam date
Summer I five-week & ten-week	Two weeks after exam date
Summer II five-week	Two weeks after exam date

NOTE: Students who have questions about a grade should address their inquiries directly to their professor.

Grade Changes

Students who need to have a grade changed on their permanent academic record must meet with the class professor. The professor of record must initiate the change using the University Registrar's Grade Change Form (available on 'MyAkron'). A grade can be changed *only* for clerical and computational errors, and upon written approval of the Associate Dean of Academic Affairs or Assistant Dean of Student Affairs. The University Registrar's Office processes grade changes, which take approximately two weeks. The student will be able to view grade changes on-line via MyAkron once processing is completed.

Grades of "F" and Repeating a Class

Students may not repeat a course to improve a grade. If a student earns an "F" in a required course, that course must be repeated, and a passing grade must be earned. Students must register and pay for each attempt. Repeating the course does not remove the previous grade of "F" from the student's official transcript or from the calculation of GPA. **Elective courses cannot be repeated for a change of grade.**

Grade Appeal Policy

Grades may not be appealed.

Transfer Credit Letter Grade Policy

The School of Law will award appropriate transfer credit to a student who received a letter grade of B- or better in up to twenty-nine (29) credits of J.D. coursework at another ABA accredit law school. Transfer applications, transcripts and course syllabi and descriptions from other ABA accredited law schools will be evaluated by the Associate Dean of Academic Affairs and the Admissions Committee.

Adopted by Law Faculty on 9/25/2020

Maximum Credits Earned in Courses Not Involving Regular Classroom Instruction

A student is limited to a combined maximum of twelve (12) credits towards graduation for Externships, Advocacy Teams, and Law Review. However, students should be aware that this maximum remains subject to reduction as a result of other restrictions on course load that are triggered by applicable GPA requirements.

(Adopted by Law faculty on February 20, 2020).

Dean's and Honors Lists

The Dean's and Honors Lists are determined at the end of the fall and spring semesters. The criteria for inclusion are:

Dean's List

FULL-TIME STUDENTS: Must have successfully completed at least twelve law credits and achieved at least a 3.5 GPA or better for the semester, or, if a joint degree student, must have successfully completed at least nine law credits and achieved at least a 3.5

GPA or better for the semester and achieved at least a 3.3 GPA for courses taken outside the School of Law.

PART-TIME STUDENTS: Must have successfully completed at least seven law credits and achieved at least a 3.5 GPA or better for the semester, or, if a joint degree student, must have successfully completed at least six law credits and achieved at least a 3.5 GPA or better for the semester and achieved at least a 3.3 GPA for courses taken outside the School of Law.

Honors List

FULL-TIME STUDENTS: Must have successfully completed at least twelve law credits and achieved a GPA of at least a 3.3 through 3.49 for the semester, or, if a joint degree student, must have successfully completed at least nine law credits and achieved a GPA of at least a 3.3 through 3.49 for the semester and achieved at least a 3.3 GPA for courses taken outside the School of Law.

PART-TIME STUDENTS: Must have successfully completed at least seven law credits and achieved a GPA of at least a 3.3 through 3.49 for the semester, or, if a joint degree student, must have successfully completed at least six law credits and achieved at least a GPA of at least a 3.3 through 3.49 for the semester and achieved at least a 3.3 GPA for courses taken outside the School of Law.

Revised and approved by Law Faculty – 02/16/2018

In addition to the Dean's List and Honors List, private individuals and corporations, as well as legal publishers, offer a variety of annual awards to students whose academic performance is superior, as determined by the Dean of the School of Law.

Class Rankings

Class rankings are calculated after the end of the fall and spring semesters. Students are ranked based on their entering class year (e.g., 2020, 2021) and their enrollment division (i.e., full or part-time). Students changing division (e.g., part-time to full-time) will be ranked with the new division at the end of the semester in which the new classification goes into effect.

Grades processed after semester rankings post (e.g., grades from previous Incompletes) will be included in the following semester's class rankings.

Students are ranked with their entering class unless their projected graduation date changes due to a leave of absence or significant reduction in credit load. Any student who takes a leave of absence for one academic year will not be ranked during that year.

The School of Law ranks transfer students based upon the year the student began law school and not based on the year the student began studying at The University of Akron School of Law.

Graduating Class Final Rankings: Each May, the School of Law merges all graduating students (both full-time and part-time divisions) into a final combined class rank. We also merge students graduating at the end of the preceding fall semester into this final combined ranking.

Revised and approved by Law Faculty- April 2, 2015

Course Requirements Based on First Semester Grades

A student with a cumulative GPA of 3.20 or below at the end of the first semester of law studies is subject to the following requirements:

1. The student will be required to take LAWX:624 Fundamentals of Lawyering II (1 credit) during the student's second semester of law school.
2. The student will be required to take the bar exam preparation course LAWX:673 Advanced Legal Applications (3 credits) during the student's final semester prior to graduation.
3. The student must engage with the Academic Success Program.

(Law faculty revisions approved March 15, 2022)

Bar-Track Course Requirements

Based on Grades at End of First Year (for full-time) or Second Year (for part-time)

A student with a cumulative GPA of 2.60 or below at the end of the second semester of law studies (if a full-time student) or at the end of the second semester of their second year of law studies (if a part-time student) or any subsequent term, is subject to the following requirements regarding elective courses:

1. The student may take no more than twelve credits of non-exam elective courses (not including Clinics, Externships, Trial Advocacy, or other professional skills courses as determined by the Associate Dean of Academic Affairs) during their entire academic career;
2. The student must take a minimum of eleven credits of elective bar-tested courses from the Bar Elective Course List.

BAR TESTED COURSES

Course Number	Course Name	Credits
LAWX:622	Criminal Procedure (formerly Administration of Criminal Justice)	3
LAWX:629	Secured Transactions	3
LAWX:638	Family Law	3
LAWX:668	Remedies	3
LAWX:685	Wills, Trusts & Estates	4

Any student whose cumulative GPA falls to 2.60 or below shall also be subject to these requirements, except when the Assistant Dean of Student Affairs determines that rare and

compelling circumstances make compliance impracticable.

(Law Faculty revisions approved December 12, 2018)

Bar-Preparation-Course Requirement

Beginning with students graduating in May 2024, all students must take a bar preparation course in their final semester, such as LAWX:673 Advanced Legal Applications or a similar 4-credit course.

A student **must** enroll specifically in LAWX:673 Advanced Legal Applications (4 credits) if their GPA is below 3.20 upon completing 58 credit hours or any time thereafter.

*(Revised and approved by law faculty on
March 15, 2022)*

ACADEMIC DISMISSAL, PROBATION, REINSTATEMENT ELIGIBILITY

For students who matriculated in the Law School prior to May 2023, the following provisions apply:

Students with cumulative grade point averages below 2.30 are dismissed from the School of Law as described below. Students whose GPA is 2.10 or higher are eligible to petition for reinstatement. First year students with a GPA below 1.80 in the first semester are dismissed from the School of Law without the possibility of a petition for reinstatement, but can apply for readmission.

First Semester - After completion of the first semester, students with cumulative GPAs below 2.00 are dismissed from the School of Law. Students whose cumulative GPA is 1.80 to 1.99 are eligible to petition for reinstatement.

First Year and After - After completion of the second semester and thereafter, not including summer term(s), students with a cumulative GPA below 2.30 are dismissed from the School of Law. Students whose cumulative GPA is 2.10 to 2.29 are eligible to petition for reinstatement.

For students who matriculated in the Law School in May 2023 or after, the following provisions apply:

Students with cumulative grade point averages below 2.30 are dismissed from the School of Law without the possibility of a petition for reinstatement, as described below.

First Semester - After completion of the first semester, students with cumulative GPAs below 2.00 are dismissed from the School of Law. Students whose cumulative GPA is 1.80 to 1.99 are eligible to petition for reinstatement. First year students with a GPA below 1.80 in the first semester are dismissed from the School of Law without the possibility of a petition for reinstatement, but can apply for readmission.

Second Semester and After - After completion of the second semester and thereafter, not including summer term(s), students with a cumulative GPA below 2.30 are dismissed

from the School of Law without the possibility of a petition for reinstatement, but can apply for readmission.

GPA's are measured at the end of the appropriate semester, regardless of the number of credits or courses completed. Dropping a course does not exempt students from academic dismissal. An "Incomplete" or "In Progress" will not alter this process. The GPA will be calculated without including Incompletes or In Progress, so students who receive an **I** or an **IP** on their transcripts do so at their own risk.

No courses after the end of a semester (i.e., intersession courses) will be included in the calculations for dismissal and **are not** considered with a petition for reinstatement.

Students who petition for reinstatement and enroll in, begin, or complete any coursework prior to reinstatement do so at their own risk.

(Revised and Approved by Law Faculty on April 20, 2023)

Reinstatement after Academic Dismissal

1. Procedure for seeking Reinstatement upon dismissal for academic deficiency.
 - 1.1 Petition for Reinstatement: Any student who has been dismissed from the School of Law for failure to maintain the required grade-point average and who is eligible to petition for reinstatement may petition the Academic Committee in writing for reinstatement within seven (7) days of the date on the notice of dismissal and may appear personally before the Committee to make an oral statement and/or respond to any questions Committee members may ask. A student appearing personally before the Committee is encouraged not to repeat at length information that already has been presented to the Committee in the written petition. The Committee shall grant such petition for reinstatement only if, in the judgment of the Committee, the evidence indicates a substantial likelihood of academic success.
 - 1.2 Reconsideration of Denial of Petition for Reinstatement: Any student who has been dismissed from the School of Law for failure to maintain the required grade-point average and whose subsequent petition for reinstatement was denied by the Academic Committee may submit a written petition requesting reconsideration of the Committee's decision to deny reinstatement, but such student has no right to appear personally before the Committee. The student must submit the petition for reconsideration within fifteen (15) days of the date on the notice of denial of the petition for reinstatement. The Committee shall proceed to reconsider its previous decision only if either (1) the petition presents important new evidence that did not exist or was otherwise unavailable at the time of the Committee's previous decision, or (2) upon reading the petition and reviewing the relevant records the Committee concludes that its previous decision was clearly erroneous.

2. Procedure for seeking reinstatement upon second dismissal for academic deficiency: Any student who has once been dismissed from the School of Law for failure to meet the conditions upon which reinstatement was previously granted may petition the Academic Committee again for reinstatement, but such student has no right to appear personally before the Committee. Petitions for second reinstatement shall be granted only in extraordinary circumstances strongly indicating a substantial likelihood of academic success notwithstanding previous academic deficiencies. No student whose petition for second reinstatement has been denied may petition the Academic Committee for reconsideration of that decision.
3. No student who has twice been dismissed from the School of Law for failure to meet the conditions upon which reinstatement was previously granted may petition the Academic Committee again for reinstatement.
4. The above reinstatement provisions apply to J.D. and LL.M. students.

Ratified by Law Faculty, 1/17/08

Amended: 4/18/13;

5/28/14; 4/20/23

WHAT TO PUT IN YOUR PETITION

The law faculty previously passed the following statement regarding the form and content of petition:

“Any student eligible for consideration shall file a written petition for reinstatement to the School of Law, which petition should be addressed to the Dean (Associate Dean) of the School of Law.

The Petition should contain a statement of any circumstances that contributed to the dismissal for academic deficiency and whether these circumstances still exist. The petition may include any matter that supports an assessment of an acceptable performance in the continued study of law. The petition should consider whether the extant grade point deficit can be removed in a reasonable period of time.”

Reapplication after Dismissal from Law School

An applicant who previously has been dismissed for academic deficiency from either the School of Law or any other U.S. law school is ineligible for admission to the School of Law for a minimum period of twenty-four (24) months following the end of the semester for which the applicant was formally dismissed. The applicant may submit application materials to the University of Akron School of Law during the second year after dismissal for admission consideration. An applicant reapplying to the School of Law shall be considered a new student

and must submit a complete application. The applicant must demonstrate a substantial likelihood of academic success and bar passage if admitted. In making its decision, the Admissions Committee shall consider the applicant's past law school record, remedial steps taken subsequent to dismissal, and any other information which may bear on the question of the likelihood of academic success and bar passage.

Final Exams

Exam schedules are created after the 14th day of classes. Exams are proctored by the faculty member.

Standard exam policy is as follows:

1. The following items are not permitted at a student's seat while taking an exam:
 - a. Purses, wallets, hats, book bags, backpacks, or similar items.
 - b. Headphones.
 - c. Cell phones, watches, or wireless communication devices; however, students may use a wireless mouse and keyboard for their computer.
 - d. Google Glasses or similar devices.
2. The only materials permitted in the exam room are materials the professor has authorized for use on the exam, e.g., outlines, books, etc.; your laptop; and personal items such as, keys, wallets, glasses, tampons or similar items, or medication that may be needed during the exam.
3. Personal items may be left at the front or the back of the exam room. Students may not retrieve these items until after they have returned their exam.
4. Students may not reserve study rooms to store personal items. We will check study rooms to ensure compliance with this policy.
5. You are permitted gallon-sized clear plastic bag in which you must place items that are permitted in the exam room. This bag must be visible to proctors during the exam.
6. Students may not use cell phones or other electronic devices (except their laptop) during an exam. This means that you may not use a cell phone or other electronic device while taking a break during your exam.
7. When you complete your exam, you must return all parts of the exam to the faculty member and sign the sheet acknowledging that you have returned all parts of the exam.
8. Because some students may be taking the exam at a different time, students may not

discuss exams until the close of the exam period.

Any violation of these policies will be referred to the Student Academic & Disciplinary Committee.

Faculty members have the discretion to deviate from this policy.

Rescheduling Exams

Exams may be rescheduled for an exam conflict (two exams scheduled at the same time; three exams are scheduled within 24 hours, part-time students with exams on two of the first three days of the exam period, full-time students with three exams in the first three days of the exam period), a doctor-confirmed illness, or in case of an emergency during the time set for the exam. Except in cases of an emergency or sudden illness, a request to reschedule an exam must be submitted to the faculty member no later than two weeks prior to the exam period.

Unexpected Illness: Students who are ill may contact the faculty member to reschedule an examination BEFORE the time of the exam. Once a student begins an exam, the student must complete that exam and receive that grade. Exams that are rescheduled due to conflict or illness must be rescheduled within the exam period at the earliest available time. If illness prevents rescheduling during exam period, the exam must be scheduled no later than the start of the next semester. Students who cannot reschedule an exam before the next semester should contact the Office of Student Affairs.

Testing Accommodations

Students with continuing needs should register with and provide documentation to the University Office of Accessibility and notify the Office of Student Affairs. Students are responsible to register for accommodations at the start of each semester.

Students with documented disabilities that require supported accommodations are entitled to classroom and testing accommodations as determined by the Office of Accessibility. Students with a one-time need for accommodations (e.g., broken arm) must immediately notify the Office of Student Affairs.

Exam accommodations must be sought by the first week of November for Fall exams, the first week of April for Spring exams, or one week before the end of the session for Summer exams.

Read the entire Policy on Accommodations beginning on Page 36.

Accommodations Policy for International ESL (English as a Second Language) Students

- International Students for whom English is a second language may receive up to 50% additional time on School of Law exams and may also request to use a native language translation dictionary during exams. Students who are admitted with a TOEFL waiver

are not eligible for this accommodation.

- Students should request additional time and use of a dictionary for both midterms and finals through the Office of Student Affairs at the School of Law and by submitting a completed *International Student Exam Accommodation Request Form* (available on [Brightspace](#) under the **Law School Student Resources** page >> Exam Schedules and Forms) to the Assistant Dean of Student Affairs.
- All Accommodation Request Forms must be submitted at least two weeks before an exam and require approval from the Office of Student Affairs and the course professor. Accommodations are granted at the discretion of the Assistant Dean of Student Affairs
- Translation dictionaries are not provided by the School of Law. Any translation dictionary used during an exam may not contain additional writing, notes, etc.
- In preparation for the bar examination, the School of Law faculty **strongly encourages** international students for whom English is a second language to gradually take School of Law exams without any additional time.

(Approved and adopted by law faculty – November 19, 2015)

Attendance Policy

This policy provides the default rules for attendance at the School of Law. Individual faculty members should include an attendance policy in their syllabi and may choose to impose greater class attendance requirements. The American Bar Association Standards for Approval of Law Schools and the policy of the School of Law both require regular and punctual class attendance for a student to satisfy residence and credit hour requirements. Accordingly, students are expected and required to attend all regularly scheduled classes in which they are enrolled. Attendance includes preparation. Any student who fails to attend at least eighty percent of regularly scheduled classes for any course (i.e., fails to comply with “the 80% rule”) will be administratively withdrawn from the course and receive a grade of F. The 80% rule is applied based on the number of class meetings and not the number of credit hours for a course.

For example:

Course Meetings (per week)	Allowed Absences (per semester)
4	11
3	8
2	6
1	3

Attendance records will be based on sign-in sheets that will be circulated during each class,

although a faculty member may adopt a different procedure for monitoring attendance. It is the responsibility of each student to sign his or her name at the appropriate place on the attendance sheet prior to the end of each class, and each student who fails to do so will be considered absent. The School of Law Student Disciplinary Code and the University of Akron Code of Student Conduct apply to this policy.

In accordance with University policy, absences due to religious observance will be excused. A student who plans to miss class for this reason should contact the Assistant Dean of Student Affairs or the Associate Dean of Academic Affairs with the dates on which, and the specific classes for which, the student will be absent due to religious observance.

The course instructor or the Associate Dean for Academic Affairs may allow additional absences under the following circumstances:

- a. A student's participation in an educational, law school related activity ("school related activity") is the predominant reason for a violation of the 80% rule, and
- b. The student has consulted with the instructor or the Associate Dean for Academic Affairs regarding anticipated absences prior to participating in the school related activity.

Participation in a school related activity will be deemed the predominant reason for violating the 80% rule if at least three-fourths of a student's absences are for actual participation in (*rather than preparation for*) the activity.

With the faculty member's permission, classes may be recorded as an accommodation for students whose absences have been excused under this policy, for make-up classes, or for other reasons.

Students who experience personal difficulties that may prevent them from complying with this policy are strongly encouraged to meet with the Assistant Dean of Student Affairs or the Associate Dean of Academic Affairs to discuss what arrangements might be available to help with their situation.

Synchronous Attendance Policy

To be counted as present in the online, synchronous section of a class (or if a student is temporarily participating online), the student must have the ability to actively participate in the class. Active participation means having an audio and/or video connection active during the class or the ability to use the chat function of the online learning platform and responding when called upon. A student may use a computer, tablet, phone, or other device to participate in class as long as the student has an audio and/or video connection active during the class or ability to use the chat function of the online learning platform and respond when called upon. Failure to have the ability to actively participate and to respond when called upon in an online, synchronous class will result in the student being counted as absent for the class.

(Adopted by the Law Faculty on Dec. 10, 2020)

Continuous Enrollment

Because of the rigorous course of study associated with law school, and to provide the highest likelihood of academic success, law students are expected to maintain continuous enrollment each semester; summer term excluded. A student unable to maintain continuous enrollment for compelling circumstances must seek approval for an official leave of absence prior to the start of the semester of leave. To request a leave of absence, students must complete and submit a Request for Leave of Absence form and provide supporting documentation to the Assistant Dean of Student Affairs.

Student-Employment Policy

The study of law is a full-time pursuit. Accordingly, the School of Law sets the following rules for full-time students:

First-Year, Full-Time Students: The School of Law **strongly discourages** first-year, full-time students from working. Students who nonetheless choose to work are prohibited from **working more than 20 hours per week in any semester**. In addition, a first year, full-time student must meet with the Dean or his/her designee before working to discuss the consequences such employment may have on the student's academic performance.

Second- and Third-Year Full-Time Students: The law school permits second and third-year, full-time students to work, but **strongly discourages working** more than 20 hours per week in any semester.

*Approved by law faculty 03/05/2008
Revised and approved 11/06/2014*

Students are required to complete the *First Year Full-Time Employment Form* (available on [Brightspace](#) under the **Law School Student Resources** page) acknowledging the School of Law policy. Those students who plan to work must complete the form and meet with the Assistant Dean of Student Affairs.

STUDENT AFFAIRS

Continuing Duty to Inform and Amendment to Law School Application

When you applied for admission to the School of Law, you signed the following statement:

"...I certify that to the best of my knowledge the information herein is true. I understand that any misrepresentation of facts on this application could be cause for refusal of admission, cancellation of admission, or suspension or dismissal from the University if discovered subsequently. I acknowledge that I have a continuing duty to inform the School of Law as to any relevant information or change in circumstances that relate to any of these questions of which I became aware after the date of my signature below."

All law schools are obligated to ensure that their students have the necessary character and fitness to be lawyers. If you answer any of these questions affirmatively, you must provide an explanation, which must include the information outlined below. You may attach this statement of explanation to your application electronically or e-mail it separately to lawadmissions@uakron.edu.

If an amendment is needed, you must complete the [Amendment to Application for Admission](#) form, attach any explanatory documentation, and submit all pages of the amendment packet to Assistant Dean of Student Affairs.

You have a duty to be truthful and accurate as well as a duty to reveal all information even if you do not have complete documentation. You need to disclose details of the result of any criminal charges. Even if the charges were dismissed, adjudication was withheld, a conviction was reversed, a conviction was set aside, a conviction was **vacated**, a conviction was **expunged**, or the **record sealed**, you **must** provide disclosure. Contrary advice by legal counsel does not exempt you from this requirement. The charges of driving under the influence of alcohol, driving under the influence of drugs, and reckless driving must be disclosed as criminal charges.

Your answers to these questions are confidential and are limited to a determination of your character and fitness to practice law. You are under a **continuing obligation** to notify the Admissions Office of any changes in your answers to these questions up until the time of your enrollment. Once enrolled, you are under a **continuing obligation** to notify the Assistant Dean of Student Services in a timely fashion (within approximately two weeks) of any changes in your answers to these questions.

In your application, you answered the following questions:

- Were you ever involved in a disciplinary matter at a college or university; placed on disciplinary (non-academic) probation at a college or university; regardless of the outcome, have you ever been charged with, penalized for, or adjudicated guilty of a

- violation of a college or university honor code; or have you ever been suspended or dismissed from a college or university, including any actions or legal proceedings that were dismissed, expunged or sealed?
- Regardless of the outcome, have you ever been the subject of disciplinary action for plagiarism at any educational institution?
 - Are there any disciplinary (non-academic) charges from any educational institution pending against you?
 - As a member of any profession, have you ever been subject to disciplinary action by a licensing board or professional association, or had any license denied, suspended, or revoked, including any complaints that were dismissed, expunged or sealed?
 - As a member of any profession, have you ever been removed from office, public or private, because of conduct reflecting upon your character or charged with conduct reflecting on your character that could result in removal from office?
 - Are there any criminal charges pending against you?
 - Have you been arrested, charged, formally accused, cited, fined, posted bail, subject to a restraining order, or ordered to do community service for the violation of any law (including any juvenile or expunged matters, but excluding traffic or parking violations)?
 - Have you ever been or are you currently a party to or otherwise involved (except as a witness) in any criminal or quasi-criminal action (minor misdemeanor, misdemeanor, or felony) or ANY other legal proceeding (including, but not limited to, bankruptcy, divorce, or other civil matter), including any actions or legal proceedings that were dismissed, expunged, or sealed?
 - Have you ever been or are you currently a party to or otherwise involved (except as a witness) in any action or legal proceeding in a juvenile court, including any actions or legal proceedings that were dismissed, expunged or sealed?
 - Have you ever been summoned for a violation of any statute, regulation or ordinance?
 - Do you have any outstanding or unpaid fines, court costs, or tickets, including those for traffic or parking violations?
 - Have you ever been granted immunity from prosecution?
 - Have you ever been cited or arrested for contempt of court for any reason, including, but not limited to, failure to appear as a witness or answer a subpoena or a jury

summons?

- Have you ever been the subject of a court martial hearing, dishonorably discharged from military service, or administratively separated from military service with other than an honorable discharge?
- Have you ever been terminated, suspended, disciplined, laid-off, or permitted to resign in lieu of termination from any job?
- Have you ever been sued for a non-criminal act that was alleged to have been intentional?
- Have you been cited or fined for any moving traffic violations within the last ten years (including moving violations that were dismissed, reduced, or removed from your record)?
- Have you ever been arrested for or charged with operating a vehicle while under the influence of drugs or alcohol?

If you answered **yes** for any of these questions, you were required to submit a detailed statement that references the question number and that includes the following information:

1. Date of incident and your age at the time of the incident
2. Parties Involved
3. Description of Incident
4. Result (expunged, dismissed, probation, arrest, incarceration, etc.)
5. Degree of misdemeanor or felony and code section (Ohio Revised Code or other state/city code involved)
6. Copy of official court documentation, if applicable
7. Information related to post-sentence events (pardon, etc.), if applicable.

If any of the information for the above questions changes, you must complete an *Amendment to Application for Admission* (form available on [Brightspace](#) under the **Law Student Resources** page), attach any explanatory documents, and submit all pages of the amendment packet to the Assistant Dean of Student Affairs as soon as possible. Vague statements are NOT acceptable. Failure to disclose may result in dismissal from the School of Law and may have adverse consequences for your bar application.

Current Name and Address Reporting Responsibility

It is imperative that School of Law has current name and address data for all students. The School of Law also requires a local or cell telephone number for each student. Name, address, and telephone numbers are maintained by the University. The School of Law cannot accept or process changes to this information.

Name change requests must be submitted in person to the University Registrar. To preserve the integrity of your permanent academic record, all name change requests must be accompanied by an unaltered and legible copy of a legal document indicating the name change.

Address and telephone number changes may be completed online via [Workday Student](#) located at the top center of the UA homepage.

UAnet ID and University Email

The School of Law uses University email addresses to send all email correspondence. **You are responsible** for checking your UAnet account (or for forwarding your UAnet email to an account you use more regularly) so you receive all law school communications.

To access your grades, change contact information, or view or change your class schedule, you must have a **UAnet ID and password**. You must be an admitted student before you receive a UAnet ID and password. For questions regarding your UAnet ID and password, contact the Help Desk at 330-972-6888.

University ID Card (ZipCard)

All students must obtain a University ID Card (ZipCard). ZipCards may be obtained in the Zip Card Office located in Simmons Hall or the third floor Atrium of the Polsky Building. To receive your card, you will need either a photo ID or your birth certificate and Social Security card.

Maintaining the School of Law Student File

Each student is responsible for ensuring that all documents requested by the School of Law are promptly obtained and turned into the Office of Student Affairs. During the fall semester, a note is sent to all first-year students telling them the status of their file at the School of Law. If a student's file is complete, no other documentation is needed. If a student's file is incomplete, the student will have until approximately the beginning of the spring semester to obtain the proper documents and complete his or her file. Students who have not completed their file by October 1st for August (Fall/Summer) entering students or February 15th for January (Spring) will be placed on Academic Hold. Academic Hold prevents registration for subsequent semesters until a student's file is complete.

All documentation in a student's law file becomes the property of The University of Akron School of Law. No copies will be made of a student's official undergraduate, graduate, or law school transcripts. If copies of submitted transcripts are needed, a student must request them from the college or university where the credit was received.

Accessibility

In addition to assistance with exam accommodations, the Office of Student Affairs works with the University of Akron Office of Accessibility to ensure that students with disabilities have access to the full range of programs and services offered by the School of Law. For more information, please visit www.uakron.edu/access/forms.

School of Law Policy on Accommodations for Students with Disabilities

With respect to disabilities existing at the time of entering the School of Law:

- a.) Any student who has a disability that currently substantially limits learning in a higher education setting may contact The University of Akron Office of Accessibility for information regarding eligibility for reasonable accommodations. It is the student's responsibility to provide appropriate documentation of the disability according to the guidelines established by the Office of Accessibility. Please fill out the form on the Office of Accessibility website to apply for services and determine needed documentation. A disability specialist will then review your case and determine appropriate accommodations, if applicable. Once this process is complete, you will receive a letter describing your accommodations that you may present to the law school.
 - b.) When a student with a disability has registered for a course, the Dean's office shall notify the faculty member instructing the course of the accommodation[s] the student will require. A faculty member having concern about the accommodation[s] is invited to share these concerns with the Dean's Office by a specified date. Faculty will be strongly encouraged to convey any such concerns to the Dean's Office as soon as possible so that these concerns can be quickly resolved between the faculty member and the Office of Accessibility.
 - c.) The Dean's Office will attempt to accommodate the student's needs through the use of the School of Law, and when necessary or appropriate, university resources. If a student desires accommodation[s] beyond those reasonably available through these sources, it will be the student's responsibility to implement those accommodation[s] sought.
2. With respect to disabilities arising or diagnosed during the course of enrollment at the School of Law:
- a.) Once a student has become aware of a disability and the need for accommodation the student should promptly inform the Office of Accessibility of the same. The Office of Accessibility will then proceed, to the extent possible, in accordance with the policy stated above in Section 1.

[Note: There is no 2b. End of policy is 2a.]

Counseling and Health Services

The Office of Student Affairs is available to provide assistance and support for students who need counseling or assistance for any concern (including substance abuse). Students are also encouraged to use the University of Akron Counseling Center (www.uakron.edu/counseling) at 330-972-7082 and the Ohio Lawyers Assistance Program (www.ohiolap.org) on the 24/7 Hotline: 1-800-348-4343 for support.

The University of Akron Counseling Center (located in Simmons Hall) provides a wide range of psychological counseling, psychotherapy, testing, career planning, outreach, and consulting services to the University community. The Center is staffed by psychologists and psychology trainees. Psychological services are confidential and free to enrolled students. There may be a minimal charge for some testing services.

University Student Health Services provides general health care to enrolled students. Information is available at www.uakron.edu/healthservices.

ACADEMIC STATUS AND ENROLLMENT

Full-Time and Part-Time Credit Hour Loads and Standards

FULL-TIME: A full-time load is twelve to sixteen credits each fall and spring semester.

PART-TIME: A part-time load is eight to ten credits each fall and spring semester.

The maximum load for any combination of sessions and courses during the summer is fourteen credits during the period between the end of spring semester classes and the beginning of fall semester. The credit calculation includes all non-law courses approved for law school credit, including those taken with a joint degree. Registration of credit hours over twelve is an overload.

(Summer load adopted by Law Faculty on May 5, 2016)

ABA standards prohibit students from earning more than eighteen credits toward their JD degree in a semester. The credit calculation includes all graduate courses approved for law school credit, including those taken with a joint degree.

Students should report all planned course work taken outside the School of Law before the term of enrollment. All such work taken during a given semester (including credits that will not be applied toward the JD degree) will be considered with law credits when making the determination for overload permission.

Overloads MUST be approved before the beginning of the semester. Please submit the *Overload Request Form* (available on [Brightspace](#) under the **Law School Student Resources** page) to the Assistant Dean of Student Affairs for approval. Failure to receive permission could result in non-credit for coursework and reduced or zero refund.

Change of Program Classification

A student may request a change of classification from full-time to part-time and vice versa. Normally, students should apply to change their classification at the following times:

- **First year** students may submit change of classification requests upon completion of their second semester. The change would be effective with the first semester of the second year of law school.
- **Upper division** students may submit change of classification requests prior to the final year of law school.

Students who wish to change classification at a time not specified above should contact the Assistant Dean of Student Affairs.

Students who want to change their program classification must complete the *Change of Classification Request Form* (available on [Brightspace](#) under the **Law Student Resources** page). Criteria for classification changes include academic performance, employment obligations (past, present, and future), and other circumstances that may affect the student.

Enrollment in Graduate Courses at the University of Akron

Unless authorized by the Assistant Dean of Student Affairs, full-time JD students must complete their first year of studies and part-time JD students must complete their first two years of studies, to transfer credits from another college unit. For non-joint degree students, a maximum of six credits of letter-graded, graduate courses earned outside of the School of Law at The University of Akron may be applied toward the requirements for the Juris Doctor degree. For joint degree students, ten to twelve credits may apply, depending on the program.

Written approval of the Assistant Dean of Student Affairs and the Graduate School is required. Approval may be obtained by completing the *Transfer of Graduate Credit Permission Form* (available on [Brightspace](#) under the **Law School Student Resources** page) before taking any course(s). Any graduate or undergraduate credits approved to apply toward the JD degree are combined with law credits for determining academic load. The total credit load per semester may not exceed the ABA maximum load of eighteen credits.

The student must complete processing of this form after receiving the signature from the Assistant Dean of Student Affairs, by gaining appropriate approvals/signatures from the Graduate School. Students must then register for the approved course(s) via [Workday Student](#). For controlled graduate courses, the student must register in person with the signed form at Student Services located at Hezzelton E. Simmons Hall.

The student will receive credit only for courses with a passing grade. Courses taken prior to law school attendance are not transferable. Courses will transfer to The University of Akron School of Law as grades of credit and will not be included in law grade point average (LGPA).

Credit hours transferred are counted toward the 88 credit hours that are required for the JD degree, but will not be computed into the student's grade point average. The grades for such courses will not physically move on the University of Akron transcript from the graduate career totals into the law career totals. However, the approved and transferred credit hours will be entered into the Degree Progress Report so that these credits earned will be reflected in the student's law credit hour totals for monitoring and tracking progress toward the law degree in the DPR. This combined total will only appear the DPR.

Transient and Visiting Student Status

Transferring Coursework to the School of Law from Other ABA-Accredited Institutions

A student may request transient or visitor status to enroll for coursework in another ABA accredited law school by completing the *Visiting Transient Permission Request Form* (available on [Brightspace](#) under the **Law School Student Resources** page) before taking any course(s) at another law school. The student should provide information as to why the request is being made, the time-period for transient/visitor status, courses to be taken, number of credit hours (semester or quarter) per course, and a description of each course as it appears

in the school's catalog. Once approved by the Assistant Dean of Student Affairs, a letter will be sent to the host law school and a copy provided to the student.

Transfer courses must be:

- Letter graded (no grade below D-).
- Not similar to courses offered by or taken at The University of Akron School of Law.
- Not clinical, internship or externship experiences, unless special permission is granted by Associate Dean of Academic Affairs.
- Not independent research projects.

Students are responsible for coordinating financial aid between the host school and the University of Akron.

Up to six semester credits of approved coursework for summer or up to fifteen semester credits of approved coursework for a fall or spring semester may be approved for transfer to apply toward the Juris Doctor degree at The University of Akron School of Law.

Distance learning courses successfully completed at another ABA accredited law school or graduate credits transferred as part of a School of Law joint degree program will be considered for transfer upon receipt of the syllabi and pre-approval.

Students must have an original, official transcript sent from the host school to the School of Law. Failure to do so will delay counting those credits and may delay graduation. The Assistant Dean of Student Affairs will establish deadlines for receipt of transcripts.

Special Rule for Entire Semesters

To receive transient status for a full semester, a student *must have completed all required courses*, unless the Associate Dean of Academic Affairs waives this requirement for compelling reasons. The Assistant Dean of Student Affairs will timely notify the student of the decision in writing.

Special Rules for Final-Year Transient Study

A student may request transient status for the final year of law studies. Students must have completed at least 59 credits and all required courses, and the Associate Dean of Academic Affairs must waive the degree requirement that the students must complete the last year of studies in residence at the School of Law. The Associate Dean of Academic Affairs must approve all courses taken as a transient before those courses begin.

Study Abroad

The School of Law may from time to time offer study-abroad programs. Permission to participate requires an application to the program.

For study abroad at or with another ABA-accredited law school, students must obtain authorization by submitting the *Application to Assume Study Abroad Student Status Form*

(available on [Brightspace](#) under the **Law Student Resources** page) to the Office of Student Affairs. Students must provide the name of the host school, the reason for enrolling in the courses, which courses would be taken to apply toward the JD (include course descriptions from the school's catalog, where the letter authorizing visiting status should be mailed, name, address, and contact person at the ABA approved law school offering this program).

The law faculty has determined that students may elect to take up to 15 credits abroad. No more than 6 credits may be earned in any single summer program. Foreign credits may be taken in any of the following combinations:

- One summer program, OR
- Two summer programs in different summers, OR
- One semester, OR
- One semester plus one summer program

The availability of these combinations of study abroad is subject to the student's obtaining the appropriate permission for overload for that and future semesters, as applicable.

A student may request study abroad status to enroll for coursework at another ABA-accredited law school. A student may receive permission to spend an entire fall or spring semester abroad **only after all required 1L and 2L courses are completed.** Summer study abroad may be done following the first full year of law studies. Students must have a minimum GPA of 2.6 to participate in a study abroad experience.

In the case of summer study abroad, permission should be granted absent a compelling reason to deny permission pertaining to the best academic interests of the student.

*(Approved by the School of Law Faculty March 8, 2017)
Revised by Law Faculty April 18, 2014*

Official Leave of Absence

A leave of absence may be granted if compelling circumstances (e.g., health, family reasons) exist. Leave may be approved for one semester up to one calendar year. Students must submit a *Request for Leave of Absence Form* (available on [Brightspace](#) under the **Law School Student Resources** page) along with medical documentation or other evidence supporting the request for leave to the Assistant Dean of Student Affairs. The Assistant Dean will meet with the student and inform the student of the decision to approve or deny the request

Students who are approved for a leave of absence must also contact the Financial Aid Office to discuss financial aid ramifications and options related to the leave of absence.

Students who begin an approved leave of absence after a semester has begun may receive In-Progresses (IPs) on their transcript for any classes in which they are enrolled during that

term. Students must retake those courses at the first available opportunity after returning from their leave of absence. No additional scholarship or financial aid is awarded to complete the coursework already in progress, and students are not required to pay for those courses again.

Applicants understand that taking a leave of absence may delay graduation, delay taking a particular bar exam, require repayment of student loans, and may affect other aspects of their educational goals. Students have six years from the date they enter law school to complete their degree. A leave of absence does not toll that six-year period.

Students must submit the *Request to Return from Leave of Absence Form* (available on [Brightspace](#) under the **Law Student Resources** page) and meet with the Assistant Dean of Student Affairs before returning from a leave of absence. With the request form, students must submit evidence, e.g., documentation from a medical provider, showing they are ready to return to school and complete their course of study.

Withdrawal from the School of Law

A student who wishes to withdraw from the School of Law must request to do so in writing to the Office of Student Affairs, and complete the *Exit Survey Form* (available on [Brightspace](#) under the **Law School Student Resources** page).

The Assistant Dean of Student Affairs may need to meet with the student before granting the authorization. Depending upon the individual circumstances surrounding the withdrawal, students may need to withdraw from scheduled classes through the University Registrar's Office. Any refunds will depend on the date of the withdrawal according to University policy: www.uakron.edu/student-accounts/refunds/new-policy.

COURSE REGISTRATION AND SCHEDULING

Procedures

- Registration is through [Workday Student](#).
- Law students register for classes according to their classification (see Classification Table on page 20) and the number of credits completed.
- Each student is responsible for registering, completing any required forms, and paying any appropriate fees.
- First and second year full-time and part-time students must successfully complete required courses in the order in which they are offered. Academic Track (course-ordering) information is available on [Brightspace](#) under the **Law School Student Resources**.
- Detailed information and instructions will be distributed to students mid-fall for spring registration and mid-spring semester for summer and fall registration. Strict adherence by the student to registration deadlines must be followed in order to avoid delayed or late fee assessments.

Registration Priority

The School of Law participates in the University's priority web registration and schedule change system. To check your status, go to [Workday](#) and type in "view my registration appointment."

The priority registration chart is located in the Law School Student Resources Brightspace page under Registration Information. Contact the University Registrar's Office at 330-972-8300 if your priority registration is not listing LAW. Contact the Office of Student Affairs if your priority registration appointment date or time is not correct.

The registration process gives priority registration to JD students over non-JD students and is based upon credit hours. Our registration software divides JD students into tranches for registration purposes, based on the number of credit hours they have completed and enrolled in through the current semester, followed by non-JD students. The tranches are divided as follows:

60 or more credits and Veterans	First tranche
45 to 59 credits	Second tranche
31 to 44 credits	Third tranche
16 to 30 credits	Fourth tranche
0 to 15 credits	Fifth tranche
Non-JD students	Sixth tranche

Non-JD students register last in the process. Registration is also monitored by the Office of Student Affairs to ensure JD students receive priority registration in all classes. "

Adding an Open Course

Students may add courses by processing the change via the web using [Workday Student](#) until the fourteenth calendar day of the semester. Students who fail to register will not be permitted to attend classes for which they are not registered or to add courses retroactively after the semester has ended. The Dean's Office will deviate from this policy only under rare and compelling circumstances.

Summer Classes

Students may add courses via the web using [Workday Student](#). Deadlines for each summer session are available on [Brightspace](#) under the **Law School Student Resources** page.

Many summer courses require attendance at every session to receive credit. Permission to add is rarely granted to students who have not regularly attended the classes. Students who fail to register will not be permitted to attend classes for which they are not registered or to add courses retroactively after the semester has ended. The Dean's Office will deviate from this policy only under rare and compelling circumstances.

Adding a Closed Course

Students may add a closed (full) course only with the written permission of the instructor and the Associate Dean of Academic Affairs. Students must follow the procedure stated above for adding courses. Students are rarely permitted to register in full courses.

Dropping a Course

Students may drop courses using [Workday Student](#) through the fourteenth calendar day of the fall or spring term for a 100% refund. Beginning on the fifteenth calendar day of the fall or spring term, no refund will be given and a notation of "WD" will appear on the academic record.

Withdrawing from a Course

Required Courses: A student may not withdraw at any time from a required course except in rare and compelling circumstances and with written permission from the Associate Dean of Academic Affairs or Assistant Dean of Student Affairs.

Elective Courses: Students wishing to cancel their course registration beginning with the fifteen day of the fall or spring semester must officially withdraw from the course. Approval from the Assistant Dean of Student Affairs must be obtained on a Withdrawal Exception Form available on [My Akron](#).

After the mid-point of the semester, the School of Law generally forbids withdrawal. A student may withdraw only with the signatures of the instructor and the Assistant Dean of

Student Affairs, and rare and compelling circumstances must exist for approval.

Withdrawal will be noted (with a “WD”) on the student’s academic record. A student who leaves a course without officially withdrawing will receive an F for the course.

Course Auditing Procedure

Students who want to audit elective courses must receive permission from the Associate Dean of Academic Affairs and the course professor. Audited courses do not count toward graduation. Audit students pay full tuition and fees for an audited course.

A member of the bar or a law school graduate who is not yet a member of the bar may, with the written permission of the Associate Dean of Academic Affairs or Assistant Dean of Student Affairs, enroll for a course without credit.

Students auditing a course must complete all required work, but do not have to take examinations.

GRADUATION INFORMATION

Graduation Application

Each student must apply for graduation through [Workday Student](#). For students graduating at the end of a fall semester, the application deadline is March 1. For students graduating at the end of a spring semester, the application deadline is September 1. Joint-degree students must file separate graduation applications for each degree. Students pursuing a certificate must apply to receive their certificate separately for the same semester as their degree.

All students must apply for graduation regardless of whether they plan to participate in the graduation ceremony. Failure to apply on time could result in delayed graduation and affect eligibility to sit for the bar exam.

Degree Progress Report - Stellic

Students are cleared to receive their degree through the University's advising system, Stellic. All students must monitor their progress toward successful completion of their degree using the JD Checklist (accessible via Brightspace >> Law School Student Resources >> Schedule Planning >> Degree Checklists). Stellic is accessible through uakron.stellic.com.

If a student has not satisfied all graduation requirements at the end of the clearance for which the student has applied for graduation, the clearance of their degree will be held over until all requirements are satisfied.

Graduation with Distinction

Students who have earned a cumulative GPA of 3.30 or higher out of a possible 4.00 for all work taken at The University of Akron School of Law receive honors as follows:

- Summa Cum Laude – 3.70 to 4.00, inclusive;
- Magna Cum Laude – 3.50 – 3.69, inclusive;
- Cum Laude – 3.30 to 3.49, inclusive.

(Approved by law faculty and ratified by UA Board of Trustees October 14, 2015)

Graduation Surveys, and Exit Interviews

Students who have applied for graduation, now considered degree candidates, will receive a *mandatory graduation survey* via email during their final semester. The survey requests information about whether the student plans to attend commencement, bar exam intentions, phonetic name pronunciation, etc. Degree candidates are expected to participate in an annual *ABA Assessment Survey*, also sent via email during their final semester.

Additionally, degree candidates are required to schedule a *mandatory exit interview* during their final semester of law school with the School of Law's Career Services Office (www.uakron.edu/law/career-services). Upon scheduling your exit interview, you will be emailed the following forms and asked to complete them prior to your interview appointment.

- Career Services Exit Interview Form
- NALP Employment Form
- Class Directory Form

BAR EXAMINATION REGISTRATION AND PROCEDURES

Ohio Exam

All registration information is available from the Ohio Supreme Court at

<https://www.supremecourt.ohio.gov/attorneys/admission-to-the-practice-of-law-in-ohio/>.

Please refer to the Ohio Supreme Court's website to verify deadlines and fees. Students are responsible for knowing and complying with all deadlines for the Registration and Application process. Deadlines vary depending on whether you plan to take the February or July Exam.

Registration

Students must register as a Candidate for Admission **in their second calendar year of law school** to avoid late application fees.

<https://www.supremecourt.ohio.gov/attorneys/admission-to-the-practice-of-law-in-ohio/admission-applications/candidate-for-admission/>

Application

Students must also apply to take a specific sitting of the Bar Examination, **usually in the third year of law school**. <https://www.supremecourt.ohio.gov/attorneys/admission-to-the-practice-of-law-in-ohio/admission-applications/application-to-take-the-bar-examination/>

Law-School Certificate

The Office of Student Affairs completes Final Law School Certificates (which include the one-hour substance abuse lecture if completed)—those certificates are due not less than thirty days before the bar exam. The Office of Student Affairs will submit the Final Law School Certificate directly to the Ohio Supreme Court following graduation

Substance Abuse Lectures

All applicants to the Ohio Bar must complete one hour of instruction on substance abuse. The School of Law hosts a substance abuse continuing legal education program each fall and spring semesters. Make-up lectures are not available through the School of Law. Students who do not attend a session at The School of Law must contact the Ohio State Bar Association (www.ohioabar.org) and pay a course fee. Contact their office at 1-800-282-6556.

Other State Exam

Please contact the Office of Academic Success Programs for questions on bar admissions for other states. Students may also gather relevant information through the NCBE jurisdiction page: <https://www.ncbex.org/jurisdictions>.

STUDENT DISCIPLINARY STANDARDS

Students are expected to act honorably consistent with the School of Law's purpose, the [University of Akron Code of Student Conduct](#), and the School of Law's Student Disciplinary Code. For academic misconduct and other matters affecting the School of Law, a committee composed of law faculty and law students administers the honor system. The School of Law Student Disciplinary Code is set forth as follows:

The University of Akron School of Law Honor Code and Disciplinary Process

Preamble

The law is a learned profession. It demands the highest standards of honesty and integrity—higher than those imposed on society generally. Faculty, administrators, staff, and students must foster a learning environment that instills and reinforces the highest standards of honesty, integrity, and professionalism. The Honor Code is dedicated to that end.

The Honor Code also ensures that each student is evaluated on their own merit, free from unfair advantage that might be obtained by those who would seek to enhance their academic performance or standing by cheating or plagiarizing.

Finally, the Honor Code seeks to ensure a fair and just resolution for alleged violations of the Honor Code. But the Honor Code is not a copy of the criminal justice system; instead, it is modeled after the administrative process used by the Ohio Bar to resolve disciplinary matters.

The University's Code of Student Conduct Rule 3359-41-01 (F) provides that the "department of student conduct and community standards shall be the exclusive administrative unit that has authority to investigate reports of misconduct as defined" in the Rule and to implement the procedures and sanctions provided by the Rule. 3359-41-01. The Rule provides that the Law School may have separate rules and administer separate penalties or sanctions that apply to law students, but that "the commission of misconduct as defined in the Rule "shall also be reported to the department of student conduct and community standards for action as appropriate under" the Rule. Because School of Law students are held to a higher standard of ethics and professionalism than other students at the University of Akron, its Disciplinary Committee has concurrent jurisdiction with the University over matters that are alleged to violate the Honor Code pursuant to 3359-41-01(F)(1). A finding of responsible or not responsible in a University Code of Conduct proceeding does not preclude the Disciplinary Committee from adjudicating the matter and recommending a sanction on the same matter.

The Honor Code

Article I: Standards of Conduct

The Honor Code is the standard of conduct by which all students are expected to abide in their classwork, assignments, examinations, co-curricular and extracurricular activities, and interactions with other students, faculty, administrators, and staff.

Section 1.01: Purposes and Objectives

The purposes and objectives of this Honor Code include:

- a. Instilling, perpetuating, and reinforcing high standards of ethical and professional conduct among students at The University of Akron School of Law;
- b. Protecting each student's right to study and learn in an environment that is free from unfair and dishonest competition;
- c. Guarding the School of Law's academic and professional integrity and reputation; and
- d. Assuring the public, the judiciary, employers, and alumni of the ethical and professional qualifications of the graduates of the School of Law.

Section 1.02: Authority and Guidance

- a. The Honor Code and the policy and procedures contained in the Honor Code are promulgated under the authority vested in the Dean and the Faculty of the School of Law from the Board of Trustees of the University.
- b. Students should be guided by the purposes of the Honor Code and by common sense. In cases of doubt, students should consult with the Assistant Dean of Student Affairs for the School of Law to determine what conduct or course of action is appropriate under the Honor Code.
- c. The Honor Code is binding on all students of the School of Law and, with respect to Section 1.03(f), on those applying to the School of Law for admissions, financial aid, or financial assistance.
- d. The School of Law will coordinate and inform the Department of Student Conduct and Community Standards of potential violations by a law student for a determination of the best process for investigation and resolution of the potential violation, with deference provided to the Law School on the decision. If the investigation and matter will stay with the School of Law, the School of Law will provide information on the charge and resolution to the Department of Student Conduct and Community Standards. If the matter will be addressed by the Department of Student Conduct and Community Standards, the Department will confer as appropriate with the School of Law in resolving the matter. The School of Law shall have jurisdiction to investigate reports of misconduct and implement procedures and sanctions for all academic matters, under this Honor Code. The Department of Student

Conduct and Community Standards shall have jurisdiction to investigate reports of misconduct and implement procedures and sanctions for all non-academic matters and violations of the Code of Student Conduct.

Section 1.03: Standards of Academic Conduct:

Conduct described in paragraphs (a) through (p) of this section violates the Honor Code and subjects the violator to sanctions imposed by the Dean of the School of Law.

a. A violation of the Academic misconduct standards set out in the Code of Student Conduct. 3359-41-01(D)(1)

b. In addition to the Plagiarism definition in the Code of Student Conduct, the following definition of Plagiarism also applies. Plagiarizing – in any work, negligently, recklessly, or intentionally failing to adequately identify the extent of reliance on the work of another person, generative artificial intelligence tools, or prior work of the student. The negligence standard may be met upon a finding that a student has failed to use appropriate citation or attribution, including attribution to a generative artificial intelligence tool’s words or ideas, in a paper, examination, or other course work. With respect to any assignment or examination, using unauthorized materials, possessing unauthorized materials where they could be used, or otherwise breaching in any way the instructions provided for the course, assignment, or examination given by the course instructor, or by an administrator or proctor;

c. Materially damaging University property or the property of a student, faculty member, employee of the School of Law or University, or guest of the School of Law or University;

d. Defacing, damaging, hiding, intentionally mis-shelving, or removing any library or Academic Success materials without or beyond the scope of authorization;

e. Engaging in any act that materially disrupts a class, meeting, or other function of the School of Law, or that materially interferes with the rights of other law students.

f. Misrepresenting, by act or omission, one’s academic or professional qualifications, conduct, class attendance, class standing, honors, activities, financial need, need for accommodations, or other relevant information or circumstance, in any document, writing, or oral statement, including but not limited to applications for admission to the School of Law or any other institution or to any state or federal bar, financial aid applications, Student Emergency Assistance Fund applications, or requests for accommodations;

g. Making a bad faith allegation that a student has violated the Honor Code;

h. Failing to report relevant information concerning a violation or possible violation of the Honor Code to the Assistant Dean of Student Affairs for School of Law;

- i. Failing to timely amend the Character and Fitness questions on the School of Law application;
- j. Violating any provision of The University of Akron Code of Student Conduct or Student Rights and Responsibilities;
- k. Willful failure to follow or comply with instructions of any School of Law or University employee issued within the scope of their employment;
- l. Failing or refusing to cooperate in the disciplinary process set forth in the Honor Code;
- m. Using the University's computer information systems or email, or other electronic research source (e.g., Westlaw, Lexis, Bloomberg Law), for non-law school related activities, such as employment-related duties outside the law school, without authorization;
- n. Willfully assisting in or facilitating conduct that would violate the Honor Code, or conspiring, soliciting, attempting, or agreeing to commit, assist in, or facilitate such conduct.
- o. Being found guilty of or pleading guilty or no contest to a felony or misdemeanor while enrolled in the School of Law;
- p. Engaging in any other conduct that casts serious doubt on the student's honesty, integrity, or fitness to practice law, or is otherwise incompatible with the purposes and objectives of the Honor Code. A violation of Section 1.03(p) may only be charged if:
 - (i) the terms of Section 1.03(p) apply but the conduct does not violate any other provision of the Honor Code; and
 - (ii) the conduct is particularly egregious.

Section 1.04: Duty of Cooperation:

- a. Every member of the School of Law community must cooperate in the disciplinary process, including but not limited to when asked to testify about a possible Honor Code violation.
- b. Students must cooperate in the disciplinary process even if on an approved leave of absence, unless an exception is granted by the Dean or their designee.
- c. Failure to cooperate is a violation of the Honor Code.

Section 1.05: Effective Date

This Honor Code is adopted and effective on September 30, 2021.

Article II: The Disciplinary Committee Section

Section 2.01: Powers and Duties

The powers and duties of the Disciplinary Committee are limited to the following:

- a. Promoting awareness of the Honor Code, its provisions, and its processes;

- b. Investigating alleged violations of the Honor Code;
- c. Hearing evidence and argument to determine whether a student has violated the Honor Code consistent with the process contained herein;
- d. Making a written decision as to whether a student violated the Honor Code, and if so, recommending a sanction for the violation.

Section 2.02: Membership

- a. The Disciplinary Committee shall consist of all members of the Academic Committee of the Faculty, except the investigator on the particular case before the Disciplinary Committee, who is ineligible to participate in the adjudication of that case, and three student members.
- b. The student members of the Disciplinary Committee shall be nominated by the Executive Committee of the Student Bar Association, subject to confirmation and appointment by the Dean.
- c. The term of office for all members of the Disciplinary Committee shall run from the day after the last day of the spring semester through the last day of the spring semester the following year.
- d. The Disciplinary Committee shall be chaired by the Chair of the Academic Committee of the Faculty or, in their absence, a member of the Academic Committee designated by the Chair of the Academic Committee. Should the Chair of the Academic Committee recuse him or herself due to a conflict of interest, then the Dean shall appoint an acting chair from the members of the Academic Committee or the faculty.
- e. For the purpose of having a quorum or to have a number of faculty members equal to or greater than the number of student members adjudicating a case, the Chair or Acting Chair may request that the Dean or the Dean's designee specially appoint one or more faculty members to the Disciplinary Committee to adjudicate a case.

Section 2.03: Eligibility to Participate

- a. A member of the Disciplinary Committee is ineligible to participate as a member of the committee in any matter in which they reported the alleged violation or will be a witness;
- b. A member of the Disciplinary Committee shall recuse themselves if their participation in the hearing would prevent fair adjudication of the matter because of actual bias or prejudice or if their impartiality might reasonably be questioned.

Section 2.04: Quorum and Voting Requirements

- a. Sixty percent of the members of the Disciplinary Committee eligible to adjudicate the matter constitute a quorum, but a quorum requires that there be a least one more faculty member of the committee than student members;
- b. A finding of a violation requires an affirmative vote of a majority of the participating

members;

c. A recommendation as to the appropriate sanction requires a simple majority of the participating members;

d. No member may abstain from voting on any matter on which they are eligible to vote.

Section 2.05: Jurisdiction

- a. The School of Law shall have jurisdiction to investigate reports of misconduct and implement procedures and sanctions for all academic matters, under this Honor Code. The Department of Student Conduct and Community Standards shall have jurisdiction to investigate reports of misconduct and implement procedures and sanctions for all non-academic matters or matters under the Code of Student Conduct. Given the heightened ethical obligations of law students, the Department of Student Conduct and Community Standards shall grant the School of Law an opportunity to have input on potential sanctions in matters addressed by the Department of Student Conduct and Community Standards. The Department of Student Conduct and Community Standards will seek input from the Dean of the Law School for recommendations on sanctions in all matters involving a law student. The School of Law will work with the Department of Student Conduct and Community Standards to participate as members of hearing and appeal panels for any disciplinary cases of law students before the Department of Student Conduct and Community Standards.
- b. The Disciplinary Committee has jurisdiction over all violations of the Honor Code throughout a student's enrollment at the School of Law, during any period during which a student is on an approved leave of absence, and over conduct involving failing to disclose or misrepresenting information on an application for admission to the School of Law or for financial aid.

Article III: Procedures

Section 3.01: Complaint

a. Any person who believes a student has violated Section 1.03 of the Honor Code may file a complaint;

b. A complaint shall be filed with the Chair or Acting Chair of the Disciplinary Committee; alternatively, a complaint may be filed with the Assistant Dean of Student Affairs for School of Law with a request that the complaint be forwarded to the Chair or Acting Chair of the Disciplinary Committee;

c. Complaints must be in writing and include the name (if known) of the alleged violator, a specific description of the alleged misconduct, and the printed or typed name and email address of the complainant;

d. A complaint must include the following statement: "The statements I have made are true to the best of my knowledge and have been made in good faith."

e. A complaint filed by a student at the School of Law must also contain the following

statement: "I understand that making a bad faith allegation that a student has violated the Honor Code is itself a violation of the Honor Code."

f. Upon receipt of a complaint, the School of Law will coordinate with the Department of Student Conduct and Community Standards for a decision on whether the complaint is academic or non-academic in nature and the proper process.

Section 3.02 Pre-Investigative Process

a. After receiving a complaint and determining jurisdiction, if the complaint remains with the School of Law, the Chair or Acting Chair shall promptly forward a copy of the complaint and the Honor Code to the accused.

b. The Chair or Acting Chair shall review the complaint to determine whether there is reasonable suspicion of a violation. If the Chair or Acting Chair determines there is not reasonable suspicion of a violation the Chair or Acting Chair shall promptly notify the accused, in writing, that the complaint is dismissed. If the Chair or Acting Chair determines there is reasonable suspicion of a violation the Chair or Acting Chair shall schedule a meeting with the accused.

c. At the meeting with the accused the Chair or Acting Chair shall explain the disciplinary process to the accused. The accused may have the assistance of an advisor of their choosing and at their expense at the meeting; however, the advisor's role is limited to consulting with the accused during the meeting.

d. The Chair or Acting Chair shall explain to the student that they have a duty to cooperate in the disciplinary process and have a right to appear and present evidence, cross-examine witnesses, and present mitigating evidence, and that the standard of proof as to a violation is a preponderance of the evidence.

e. The Chair or Acting Chair shall ask the student whether they wish to contest the charge(s) or admit the charge(s).

f. If the student wishes to admit the charge, the Chair or Acting Chair shall have the student sign a statement admitting the truth of the allegations and that the allegations constitute a violation of the Honor Code.

(i). If the Chair or Acting Chair and the student agree on a recommended sanction, the Chair or Acting Chair shall convene a meeting of the Discipline Committee to approve or disapprove the recommended sanction. If the Committee approves the recommended sanction by a majority vote, that sanction will be recommended to the Dean.

(ii). If the Chair or Acting Chair and the student cannot agree on a recommended sanction or if, after a meeting, the Discipline Committee does not approve the sanction agreed to by the Chair or Acting Chair and the student, then the matter will proceed to a hearing on the sanction only.

g. If the accused states that they wish to contest the charge then the Chair or Acting Chair shall

appoint an investigator from the members of the faculty who are members of the Disciplinary Committee.

Section 3.03: Duties of Investigator and Review by Chair or Acting Chair

- a. The investigator has a duty to act in good faith and seek all relevant evidence ;
- b. Within thirty days of being appointed (unless extended for good cause) the investigator shall:
 - (i) interview the complainant;
 - (ii) interview the accused;
 - (iii) interview any other witnesses identified by the complainant, the accused, or who otherwise come to the attention of the investigator;
 - (iv) gather any other relevant information or documents;
 - (v) submit a written report to the Chair or Acting Chair, with a copy to the accused, identifying all persons who were interviewed, all documents or information reviewed, summarizing the evidence, and stating whether the investigator concludes that there is probable cause to believe the accused violated the Honor Code.
- (iv) before submitting the report to the Chair or Acting Chair and the accused, the investigator shall promptly notify all those identified in the written report that their identity has been disclosed to the accused.
- (v) the investigator has a continuing duty to timely disclose to the Chair or Acting Chair, and the accused, relevant evidence that comes to the attention of the investigator and may supplement the investigative report.
- c. The Chair or Acting Chair shall review the investigator's report and make an independent determination as to whether there is probable cause to believe the accused violated the Honor Code.
 - (i) If the Chair or Acting Chair finds there is not probable cause to believe that the accused violated the Honor Code, the Chair or Acting Chair shall notify the accused, in writing, that the Chair or Acting Chair has determined that there is not probable cause to believe that the accused violated the Honor Code and that the complaint is dismissed.
 - (ii) If the Chair or Acting chair finds that there is probable cause to believe that the accused violated the Honor Code, then the Chair or Acting Chair shall notify the accused of that determination and schedule a hearing not less than seven calendar days and not more than thirty calendar days after the probable cause determination. The date can be extended for good cause.

Section 3.04 Hearing Process

- a. The Chair or Acting Chair shall preside over the hearing;

- b. All hearings shall be held in private unless the accused requests a public hearing;
- c. The evidentiary and argument portions of the hearing will be recorded by audio and/or video;
- d. The accused may have the assistance of an advisor of their choosing and at their expense at the hearing; however, the advisor may not question witnesses, present evidence, or otherwise participate in the hearing. The accused may consult with the advisor during the hearing;
- e. The investigator shall present the case to the Disciplinary Committee;
- f. Witnesses, except the accused, shall be separated;
- g. Evidence shall be presented in the following manner:
 - (i) The investigator may call and examine witnesses and present evidence in the order they think appropriate;
 - (ii) the accused shall have the right to cross-examine each witness;
 - (iii) the investigator may re-direct the witness;
 - (iv) after the direct, cross-examination, and redirect, the Chair or Acting Chair shall provide each member of the Disciplinary Committee the opportunity to question each witness;
 - (v) after the investigator has presented their evidence, the accused shall have the opportunity to call witnesses and present evidence, including evidence going to mitigation of a possible sanction;
 - (vi) the investigator shall have the right to cross-examine any witnesses called by the accused;
 - (vii) the accused may redirect the witness;
 - (viii) after the direct, cross-examination, and redirect, the Chair or Acting Chair shall provide each member of the Disciplinary Committee the opportunity to question each witness;
- h. At the conclusion of the presentation of evidence the investigator and the accused shall be afforded the opportunity to make a closing argument.
- i. After the presentation of evidence and argument, the accused and all witnesses, including the investigator, shall be excused, the recording shall be stopped, and the Disciplinary Committee will deliberate.
- j. At the conclusion of deliberations, the Chair or Acting Chair shall call the vote as to whether the accused violated the Honor Code.
- k. Voting shall be done by secret ballot and the Chair or Acting Chair shall collect and tabulate the votes and report the vote totals to the members of the Disciplinary Committee; if the Disciplinary Committee finds by a majority vote of the voting members that the accused violated the Honor Code, then the Chair or Acting Chair shall call for deliberations on the recommended sanction; deliberations on the recommended sanction shall proceed in the manner set forth above for deliberations as to a finding of a violation; at the conclusion of the

deliberations, the Chair or Acting Chair shall call for a motion and second on a recommended sanction; once a motion is made and seconded, the Chair or Acting Chair shall call for a vote on the recommended sanction; voting on the recommended sanction shall also be by secret ballot; the Chair or Acting Chair shall tabulate and report the vote on the recommended sanction; this process will be followed until a simple majority agree on a recommended sanction.

l. At the conclusion of the hearing the Chair or Acting Chair shall prepare a written report of the findings of facts, conclusions, and if a violation is found, the recommended sanction; the Chair or Acting Chair shall forward their report to the Dean and the accused within seven calendar days of the conclusion of the hearing.

m. The Assistant Dean of Student Affairs for the School of Law may extend the deadlines set forth in this section or in Section 3.03 upon written request and for good cause shown.

Section 3.05 Review and Sanctions

The Disciplinary Committee may recommend any sanction that is within the Dean's power to impose including but not limited to the following:

- (i) written reprimand;
- (ii) suspension for one or more semesters;
- (iii) expulsion; or
- (iv) any other sanctions deemed appropriate by the committee.

Sanctions may also include requirements such as writing a paper, attending continuing legal education courses, regularly meeting with a member of the faculty or administration, seeking professional assistance to determine the existence of or support for mental health or substance abuse issues, etc.

Section 3.06: Aggravating and Mitigating Factors

In recommending a sanction, the Disciplinary Committee may consider aggravating and mitigating factors, including but not limited to:

(i) Aggravating Factors

- (a) Prior discipline imposed by the School of Law or other college or university;
- (b) Having had an opportunity to rectify the issue that led to the disciplinary proceeding and failing to do so, e.g., having had an opportunity to amend the student's law school application during the amnesty period;
- (c) failure to accept responsibility for the misconduct;

(ii) Mitigating Factors

- (a) lack of prior discipline at the School of Law or other college or university;

(b) acceptance of responsibility;

(c) voluntarily seeking help and support for mental health or substance abuse issues.

Section 3.07: Right to Appeal

(a) A student who is found to have violated the Honor Code may appeal the finding of a violation or the recommended sanction to the Dean of the School of Law.

(b) An appeal is initiated by the student filing a written notice of appeal with the Dean within five business days of the date on which the Disciplinary Committee sends its decision and recommendation to the student.

(c) The notice of appeal shall specify whether the student is appealing the finding of a violation, the recommended sanction, or both.

(d) Upon receiving a notice of appeal, the Dean shall provide the student and their advisor access to the record of the disciplinary proceedings.

(e) The student shall file with the Dean a written brief setting forth arguments supporting the appeal within fourteen calendar days of filing the notice of appeal.

(f) The investigator who presented the case and the Chair or Acting Chair of the Disciplinary Committee may file a written brief with the Dean within seven days of the date the student files their brief.

(g) The Dean shall render a decision on the appeal within twenty-one calendar days after the last brief is filed.

(h) In considering an appeal, the Dean shall give substantial deference to the Disciplinary Committee's findings, reasons, conclusions, and recommendations and determine whether to affirm or reverse the finding of a violation (if the student appeals the finding of a violation) and whether to impose the recommended sanction or a different sanction.

(i) If the student does not appeal the finding of a violation or the recommended sanction, the Dean may impose the recommended sanction or such other sanction as the Dean thinks appropriate, giving substantial deference to the Committee's recommendation.

(j) Regardless of whether an appeal is filed, the Dean shall specify in writing the reasons for the decision and shall send a copy of the decision to the student, the investigator, the Chair or Acting Chair of the Disciplinary Committee, the Assistant Dean of Student Affairs of School of Law, the Associate Dean of Academic Affairs, the Vice President of Student Affairs, and the Provost.

(k) The Dean may extend the time for either the student or the investigator and Chair or Acting Chair to file a brief upon written request and for good cause shown.

(l) If the Dean is unable to consider an appeal, the Dean, or in the Dean's absence the University's Vice President of Student Affairs, shall decide the appeal.

(m) Review of dismissal. Law Students dismissed pursuant to an Honor Code violation shall not be readmitted to the university of Akron School of Law except upon review and approval of the Dean of the Law School. No request for readmission will be considered until at least one year has elapsed from the date of dismissal. A request for readmission after a dismissal pursuant to this rule must be made in writing and should include the reasons for the request and any supporting information and/or documentation to justify the potential readmission. Upon review, the Dean may approve or deny the request for readmission and will notify the student of the decision. Readmission under these circumstances may be accompanied by terms of strict probation or other conditions deemed appropriate by the Dean.

Section 3.08: Notice to Student Body

The School of Law may issue a summary of decisions on a year-by-year basis that sufficiently de-identifies the students.

- Adopted by Faculty, School of Law on April 20, 2023, superseding previous Student Disciplinary Code in effect.

Students suspected of violating the Student Disciplinary Code will be referred to the University's Student Conduct and Community Standards office or the Student Disciplinary Committee of the School of Law by the Assistant Dean of Student Affairs. The Student Disciplinary Committee reviews all allegations of academic misconduct (including but not limited to plagiarism and cheating) and omissions. The Assistant Dean of Student Affairs reserves the right to refer all other allegations, complaints or suspicion of misconduct to the University Student Conduct and Community Standards office. All matters referred to the University Student Conduct and Community Standards office follow the process established by the University and reprinted below. Students may also review the University's formal process at the following link: www.uakron.edu/studentconduct/index.dot.

Academic-Misconduct Referral Process

Faculty members who suspect a student of academic misconduct may submit a student referral (www.uakron.edu/studentconduct/referral.dot) directly to Student Conduct or may resolve the matter with the student following the informal resolution process outlined in University Rule 3359-41-01 Section (J) as outlined below.

University of Akron Student Code of Conduct: Informal-Resolution Process

1. The faculty member shall confer with the Department of Student Conduct and Community Standards to determine whether any prior academic misconduct has occurred. If the student has a previous history of academic misconduct the faculty member may at his or her discretion make a student referral

- (www.uakron.edu/studentconduct/referral.dot) to the Department of Student Conduct and Community Standards.
2. The faculty member and student meet to discuss the alleged academic misconduct. If the student and faculty member agree on the facts of the incident and the proposed sanction(s), the matter can be resolved informally. Written documentation of the agreement as to the facts and the sanction(s) should be created by the faculty member, signed by the student and retained for the faculty member's records. Please refer to the Academic Misconduct Notification Form (www.uakron.edu/studentconduct/academic-misconduct-procedure.dot) for more information.
 3. The faculty member shall send a copy of the signed agreement to the Department of Student Conduct and Community Standards and the student. The signed agreement will be documented in the student's file and no further action will be taken by Student Conduct.

If the student and faculty member disagree about the facts of the incident or the proposed sanction(s), the matter shall be referred to the Department of Student and Community Standards for adjudication.

Interim Removal from Clinic or Externship/Internship

When the alleged misconduct of the student creates an immediate health and safety concern, including but not limited to, clinical, internship, or externship environments, in addition to any other academic disciplinary processes, the student may be immediately removed from the clinical, internship, or externship environment upon recommendation of the Associate Dean for Academic Affairs and following the rules of the academic program, professional governing body, or contract between the university and the site, pending the outcome of the disciplinary process.

Student-Conduct Process

Students who commit misconduct other than academic misconduct may be referred to the Office of Student Conduct and Community Standards. **This handbook serves as notice that law students are subject to the processes and rules of Student Conduct at the University of Akron, and students are on notice of Student Conduct's procedures.**

The Procedures may be found here:

- Fact-finding Process: www.uakron.edu/studentconduct/fact-finding.dot
- Hearing-Board Process: www.uakron.edu/studentconduct/hearing-board.dot
- The Appeal Process: www.uakron.edu/studentconduct/appeal.dot
- The "1219" Process (Crime of Violence committed at or near the University): www.uakron.edu/studentconduct/1219.dot.

Law students with questions about the Student-Conduct process may contact the Office of Student Affairs or the Office of Student Conduct and Community Standards.

STUDENT ORGANIZATIONS AND EXTRACURRICULAR ACTIVITIES

Student Organizations

Student organizations are an integral part of our students' law school careers and are an opportunity to grow academically, personally, and professionally. A list of current organizations may be found at www.uakron.edu/law/about-us/student-orgs.dot.

University policy requires all student organizations to limit membership to students who are in good academic standing. For more information, please contact the Office of Student Affairs.

Advocacy-Competition Teams

The School of Law offers several opportunities to compete on a competition team. For more information, please visit www.uakron.edu/law/curriculum/advocacy.dot.

Requirements for Competition Teams

Trial Team: Students must have completed at least twenty-nine hours of JD credits and be in good academic standing to be eligible to participate as member of trial team.

Moot Court: Students must have completed at least twenty-nine hours of JD credits and have at least a 2.80 cumulative GPA to participate.

Students must register for either one or two credits for competition teams unless this requirement is waived by the Associate Dean of Academic Affairs or the Assistant Dean of Student Affairs.

(Adopted by Law Faculty on May 11, 2018)

Standards for New Competition Teams

The existing schedule of competitions for the mock-trial and moot-court teams provides plentiful opportunities for those wishing to participate. But the School of Law recognizes that students and staff may become aware of other competitions in which students may wish to participate. The following guidelines shall apply to the school's participation in all such new tournaments.

A written request to participate in the tournament must be made to the director of the respective program no later than March 1 of the academic year preceding the competition. The request shall include:

- The name of the competition and the tournament's sponsor
- The dates and locations of the regional and national rounds
- The estimated cost of the school's participation in the tournament, including, but not limited to the registration fee, hotel costs, and travel costs for both the regional and national rounds
- The funding sources for the tournament

- The number of students who will be participating in the tournament
- How the tournament will benefit the participating students' advocacy skills in ways not already met by existing school-sponsored competitions.

The Trial Team Director or the Moot Court Team Director will evaluate the request in light of available resources, whether participation in the tournament will benefit students in a way that is not already being met by existing teams, and the overall best interest of the School of Law. The decision to participate will rest solely with the respective director.

OFFICE OF ACADEMIC SUCCESS PROGRAMS

The Office of Academic Success Programs (ASP) provides academic resources and support to law students. Students may use ASP to maximize their likelihood of success, to more easily adjust to the rigor of the law school curriculum, or to prepare for the bar exam

Students wishing to use ASP may choose to:

1. Attend group sessions during the semester on specific study topics such as outlining, exam writing, time management, and stress management.
2. Schedule an individual appointment to assess learning style strengths and weaknesses and to develop strategies for studying.
3. Schedule individual appointments to work on specific areas such as: note taking, reading cases, briefing, outlining, exam writing, procrastination, time management, and stress management.
4. Schedule a group session for study group members or a student organization to discuss specific study concerns and techniques; and
5. Check out learning materials from the ASP library (including hornbooks, flashcards, explanatory books, and question and answer books).

Additional information on available OASP services is available at www.uakron.edu/law/current-students/success.dot

CAREER SERVICES

Office Services

The School of Law Office of Career Services assists students and alumni in achieving their career goals and assists employers in reaching their recruitment and retention needs. Please visit: www.uakron.edu/law/career-services.

The School of Law is an active member of:

- The National Association for Legal Career Professionals (NALP)
- Ohio Bar Association and American Bar Association
- Akron Bar Association

Programs

The Career Services Office coordinates the fall and spring On-Campus Interview Program and hosts various employers on-campus throughout the academic year. Job fairs provide students the opportunity to interview for employment in various areas and fields. The School of Law also participates in public-interest-law recruiting fairs held nationally; minority job fairs across the country; and the annual Patent Law Interview Program. We also present on various legal career and professional development topics each semester. We work with The Akron Bar Association on various programs and activities, including the Mentor Program and the Minority Clerkship Program. We also provide the following programs and services:

- résumé/cover letter writing
- interviewing skills
- job search strategies
- practice/mock interview program
- judicial clerkship programs
- alternative career options
- career roundtable presentations
- career fairs, including Government and Public Interest Fair each spring
- career planning newsletter emailed out each Friday
- monthly graduate opportunities newsletter
- alumni advisory network
- extensive career planning library and online library
- participation in off-campus job fairs
- reciprocal career service agreements with other law schools
- externships (placements for credit with outside employers)
- job search databases

Employment Data

The University of Akron School of Law, as any other law school, cannot guarantee the employment of an individual student upon graduation. Employment opportunities depend on the individual's skills, interest, academic credentials, law clerk and/or internship/externship experience, market forces, interviewing style, diligence and drive to succeed, etc. Experience suggests that if a student is geographically flexible and pursues an active career planning/job search campaign, and uses the Career Services Office's resources and assistance, that student will more readily find a satisfying position.

The Career Planning Office Anti-Discrimination Policy is set forth as follows:

CAREER PLANNING OFFICE ANTI-DISCRIMINATION POLICY AND COMPLAINT PROCEDURES

NONDISCRIMINATION POLICY

THE UNIVERSITY OF AKRON SCHOOL OF LAW

- The University of Akron is an Equal Opportunity Educational and Employment Institution. There shall be no unlawful discrimination on account of race, color, creed, sex, disability, national origin, age, or religion in education, employment, or admissions, or in services provided by the School of Law. Neither shall there be any discrimination on account of sexual orientation in education, employment, or admissions, or in services provided by the School of Law.

These prohibitions include harassment on the basis of race, color, creed, sex, disability, national origin, age, religion, and sexual orientation. They apply to all School of Law faculty, contract professionals, staff, and students.

Nothing herein prohibits consideration, to the extent permitted by law, of any of the aforementioned characteristics in admissions or employment for the purpose of achieving diversity.

- This policy shall be posted in the School of Law's glass display case and on the School of Law's web site, and shall be included in appropriate printed materials of the School of Law.

Adopted by the Law Faculty April 12, 2007

In addition to the School of Law's Non-Discrimination Policy above, the Career Planning & Placement Office's Anti-Discrimination Policy and Complaint Procedure adopted in 1993 follows below:

Anti-Discrimination Policy:

"The University of Akron School of Law/Law Career Planning Office is dedicated to providing equal opportunity for recruitment and employment of all who utilize its services. Therefore, the Law Career Planning Office facilities and services are available only to organizations or individuals that maintain an affirmative action program for equal employment opportunities and do not discriminate in recruitment or employment against any person because of race, age, handicap or disability, color, creed, sex, religion, national origin, or sexual orientation.¹"

Employers are required to sign a statement of compliance with this policy before participating in any on-campus interviewing program, all those employers who list a position with the Law Career Planning Office are informed annually by letter that their compliance is presumed, the policy is published in the National Association of Law Placement Directory of Law Schools, and the policy is posted on the job board in the law school. The University of Akron School of Law takes very seriously compliance with its anti-discrimination policy and will fully investigate student complaints in order to enforce the policy.

¹ Except as is otherwise required by Ohio law.

Complaint Procedures:

A student who believes that he or she has encountered a violation of the law school's Anti-Discrimination Policy during the recruitment or hiring process is encouraged to notify the Director of Career Planning and Placement ("Director") as soon as possible after the incident.

1. Oral Complaint: A student may make an oral complaint to the Director. The Director may, if appropriate, contact the employer to discuss the complaint and to clarify the employer's or the law school's policies and/or practices. The Director shall promptly inform the student who submitted the complaint of the nature and results of any such discussion. The student's identity shall be kept confidential if he or she desires.
2. Written Complaint:
 - a. Submission of Complaint to Director: A student who wishes to have his or her complaint recorded and pursued may fill out the "Student Complaint Against Employer Form" (which can be obtained in the Law Career Planning Office) and submit the form to the Director. As indicated on the form, the complaint shall specify the date of the occurrence, the name and address of the employer, the name of the representative of the employer involved in the occurrence, the employer's statements and/or practices upon which the complaint is based, and the specific manner in which the employer's statements or practices are alleged to violate the Anti-Discrimination Policy. The written complaint also may set forth any other facts that the student deems relevant. The Director shall have the authority to use the contents of the complaint according to his or her discretion as needed to fully investigate the alleged violation.
 - b. Consideration of Complaint by Director:
 - (1) The Director shall review the complaint and determine whether the allegations (if taken as true) provide a clear showing of a violation of the law school's Anti-Discrimination Policy.
 - (2) If the Director determines that, on its face, the complaint does not demonstrate a clear showing of a violation of the law school's Anti-Discrimination Policy, the Director will promptly inform the student who submitted the complaint of that determination and will take no further action.
 - (3) If the Director determines that the complaint does appear to demonstrate a clear showing of a violation of the law school's Anti-

Discrimination Policy, the Director shall:

- (a) promptly inform the employer of the complaint;
- (b) seek the employer's response to the complaint;
- (c) conduct any other necessary investigation; and
- (d) make a written determination as to whether the law school's Anti-Discrimination Policy has been violated, which includes, if appropriate, the recommended sanctions to be imposed against the employer.

(Such sanctions may include, but are not limited to, a letter of reprimand to the employer, publicizing the discriminatory conduct in connection with the employer's use of the Law Career Planning & Placement Office facilities or services, or barring the employer from further use of the Law Career Planning & Placement Office facilities or services for a specified period of time.)

- (4) The Director, in his or her discretion, may refer the complaint to the Associate Dean for consideration at any point before or during the above-mentioned process.

c. Consideration of Complaint by Associate Dean:

- (1) The Associate Dean shall consider the complaint if:
 - (a) the Director refers the complaint to the Associate Dean; or
 - (b) after a full review of the matter (under 2.b.(3)), the Director recommends that sanctions be imposed against the employer; or
 - (c) the student/complainant requests in writing that the Associate Dean review the complaint or the resolution of the matter by the Director.
- (2) In considering the complaint, the Associate Dean shall:
 - (a) immediately inform the employer orally and in writing that the Associate Dean will be reviewing this matter and invite any response from the employer;
 - (b) review the complaint, the employer's response(s), the Director's

written determination (if any), and any other available relevant information;

- (c) make a written determination as to whether the law school's Anti-Discrimination Policy has been violated; and
 - (d) if he or she has determined that there has been a violation, include in such written determination a description of the sanction(s) that should be imposed against the employer.
- (3) If the Associate Dean determines that sanctions should be imposed against the employer, the Associate Dean shall:
- (a) forward to the employer and to the student/complainant copies of his or her written determination that a violation of the Anti-Discrimination Policy has occurred and what sanctions are recommended;
 - (b) inform the employer that it has a right to request review of his or her determination in the form of a hearing before the Ad Hoc Career Planning & Placement Committee ("Committee");
 - (c) inform the employer that if it requests a hearing before the Committee it may submit to the Committee data concerning its interviewing and hiring practices and any other relevant information, and that it may present oral testimony to the Committee; and
 - (d) inform the student/complainant that if the employer requests a hearing before the Committee, the student/complainant may testify at the hearing and may present any other relevant information to the Committee.

d. Consideration of Complaint by Ad Hoc Career Planning & Placement Committee

- (1) If the employer so requests, the Ad Hoc Career Planning & Placement Committee ("Committee") shall hold a hearing on the allegations contained in the complaint, at which time the employer may present witnesses and the student/complainant may testify. (The Director will not be present at such a hearing or participate in the decision-making process.)
- (2) After considering the complaint, the testimony at the hearing, any written submissions from the employer and the student/complainant, the written determination of the Director (if

applicable) and the written determination of the Associate Dean, and any other relevant information, the Committee shall make a written determination as to whether the law school's Anti-Discrimination Policy has been violated, and what sanctions, if any, should be imposed against the employer.

- (3) The Committee's determination will be final, and will be communicated promptly to the employer and to the student/complainant.

3. Retention of Records:

- a. The Director shall maintain confidential records of all written complaints (and all related materials) for not less than three (3) years.
- b. Each year the Director shall submit to the faculty a brief, written, annual report describing the disposition of matters arising under this procedure in time for its review at the May faculty meeting. The names of the parties concerned will not be included.

Unanimously Adopted by Law Faculty, November 11, 1993.

LAW LIBRARY AND TECHNOLOGY

Law Library

Please visit the Law Library webpage www.uakron.edu/law/about-us/law-library.dot or feel free to ask library staff members for assistance.

- Library Hours: www.uakron.edu/law/about-us/law-library.dot
- Catalog: www.uakron.edu/libraries/
- Borrowing Materials: www.uakron.edu/law/about-us/law-library.dot
- Electronic Subscriptions: www.uakron.edu/law/about-us/law-library-database.dot
- Lexis/Westlaw/Bloomberg Use Policy: [Lexis/Westlaw Policy](#)
- Business/Law Databases: [Library Search Page](#)
- Library Guides: law.uakron.libguides.com
- Library Staff information: law.uakron.libguides.com/aboutthelibrary/librariystaff

Technology

The School of Law, in conjunction with University Information Technology Services provides a wide variety of services for law students.

Wireless Internet

Students with laptop computers may connect to the University's wireless network if their laptops are configured properly. For assistance in configuring laptops for network access, please see our technology support specialists in Room 130. Instructions can be found at

support.uakron.edu/wiki/index.php/Wireless_Setup.

Mobile Computer Lab

The School of Law operates a mobile computer lab for law student only use. The computers can be checked out from the circulation desk in the library.

Cloud Storage

You also receive cloud storage for your documents. It is highly recommended for you to back up your work to your Google Drive cloud storage. For more information, visit <https://support.google.com/drive>.

Printing

The Law Technology Department maintains two networked printers for student use from mobile lab and personal laptop computers. The School of Law utilizes the Pharos printing system, see www.uakron.edu/helpdesk/pharos for more information. The cost is five cents per page for black and white, and ten cents per page for color. This will be deducted from the user's Zip Card or a Courtesy Zip Card. Students may also add funds to their Zip Card by using their credit card over the Internet at www.uakron.edu/zipcard or visit a Zip Card Office to add funds. Each semester all law students are entitled to seventy-five free prints on their Zip Card. If you need assistance setting up the printers, please contact the technology support specialists in room 130.

GENERAL POLICIES

The University of Akron School of Law Student Complaint Policy

I. General Issues

The University of Akron School of Law (Akron Law) invites students to express their concerns. We welcome feedback as it improves the quality of our programs and the overall educational experience. Students may contact any member of the Akron Law administration or staff directly for assistance. To the extent practicable, we will maintain anonymity with respect to your complaint. We look forward to hearing from you..

II. Complaints Regarding Non-Compliance with ABA Accreditation Standards

When a student is concerned about an important issue that implicates Akron Law's compliance with the American Bar Association's (ABA) Accreditation Standards (http://www.americanbar.org/groups/legal_education/resources/standards.html), that student should submit a written complaint to the Associate Dean for Academic Affairs. An accreditation standard complaint directly implicates the Akron Law's program of legal education and Akron Law's compliance with ABA accreditation standards. An accreditation standard complaint does not include grade appeals, harassment complaints, or other matters covered by the Akron Law Honor Code or other University of Akron policies and procedures.

- A. To permit an investigation, the written complaint must identify the accreditation issue in sufficient detail, including the relevant Accreditation Standard(s). The accreditation complaint must also include the date, the student's contact information, and a signature. The signed complaint may be submitted via e-mail, in-person, or inserted into the Associate Dean's mailbox.
- B. The Associate Dean will respond to a signed complaint about accreditation as soon as possible. However, the Associate Dean will provide a response no later than thirty (30) calendar days after receipt of the signed complaint. In response, the Associate Dean will advise the student, either orally or in writing, of any course of action that the school has taken in response to the complaint, or, in the alternative, the reason that the school has determined that the concern has been adequately addressed.
- C. Within twenty (20) business days of issuance of the Associate Dean's response to the student, the student may appeal that decision to the Dean of Akron Law. The decision of the Dean is final. Akron Law will maintain a record of the complaint and resolution for ten years in the Dean's Office.
- D. Akron Law will not retaliate against any student filing a complaint under this section, nor permit any faculty member, administrator, employee, or student to do so.
- E. This policy does not preempt jurisdiction under the Akron Law Honor Code or any other university policy.

(Adopted by the Law Faculty, October 1, 2015)

Procedure for Student Claims of Discrimination and/or Harassment by Law Faculty, Administration, and Staff

If a law student is concerned that he or she has been subjected to discrimination or harassment on the basis of race, creed, sex, religion, national origin, marital status, age, sexual orientation, or handicap, by a member of the School of Law faculty, administration, or its staff, the student is invited to discuss this matter with the Dean, an Associate Dean, an Assistant Dean, an Assistant to the Dean, an ombudsman designated for this purpose, with their faculty advisor, or with any other faculty member with whom he or she feels comfortable.

If a law student concludes that a formal complaint of discrimination or harassment should be filed, the following procedure is to be followed.

A law student complaining of discrimination or harassment by a member of the faculty, administration, or staff of the School of Law shall submit a written complaint to the Associate Dean. In the event that a complaint is brought against the Associate Dean, the law student shall submit the complaint to the Dean, who will perform the duties of the Associate Dean regarding the complaint.

The Associate Dean shall investigate any complaints, and may appoint an ad hoc committee of faculty and/or contract professionals to assist in or conduct that investigation. If formed, the ad hoc committee shall seek to maintain the confidentiality

of its investigation to the extent feasible under the circumstances. Any ad hoc committee formed shall report the findings of its investigation to the Associate Dean. The Associate Dean may ask the committee to make its report in writing. The findings of such a committee are not binding upon the Associate Dean, but are merely advisory. The Associate Dean may seek from the ad hoc committee its non-binding recommendation for action.

The Associate Dean shall respond either in writing or in a personal interview to any written complaints alleging discrimination or harassment, and may order such relief, as the Associate Dean deems appropriate within the power of that office. The Associate Dean shall endeavor to complete the investigation and respond in writing or contact the law student to schedule a personal interview within thirty (30) business days of the Associate Dean's receipt of the complaint.

This provision only creates a procedure as to which complaints of discrimination are to be made and investigated, and does not create any substantive rights and does not grant new powers (disciplinary, or otherwise) to the Dean or Associate Dean, or any ad hoc committee that may be formed.

(Adopted by the Law Faculty, February 9, 1995)

Title IX at The University of Akron

What is Title IX?

Title IX of the Education Amendments of 1972 prohibits sex discrimination in educational programs and activities. Title IX provides: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

Sexual harassment (which includes sexual violence and assault) is a form of sex discrimination and therefore a violation of Title IX. Specific behaviors that are prohibited by Title IX include, but are not limited to, sexual assault, sexual battery, sexual exploitation, and other forms of non-consensual sexual activity; stalking; and relationship violence that is gender-based. Title IX also prohibits discrimination of pregnant and parenting students. Many behaviors that violate Title IX also constitute crimes. Title IX provides for the equitable treatment of all individuals at the University, including in admissions, grading of student coursework, and in athletics.

[Gender-Based Misconduct and Title IX Policy & Protocol](#)

[Anti-Discrimination and Harassment Policy](#)

Title IX policies, procedures and leadership team at The University of Akron is also available at: <https://www.uakron.edu/title-ix/>

Notary Public Services

Notary Public Services are available on campus in the School of Law Dean's Office. Please see Assistant Dean Andrew Costigan or Assistant Dean Alisa Benedict O'Brien for assistance.

Tobacco Free Campus

The University of Akron campus is tobacco free. This includes, but is not limited to, smoking cigarettes and electronic devices (vapor) and chewing tobacco. For more information, read University Policy www.uakron.edu/ogc/UniversityRules/pdf/20-05.10.pdf.

Limitations on Alcohol and Drugs

The University of Akron restricts use of alcohol and drugs on campus. For more information, read University Policy www.uakron.edu/ogc/UniversityRules/pdf/20-05.5.pdf.

Student Health Services

University Health Services information is available at: <http://www.uakron.edu/healthservices/>.

Ohio Lawyers Assistance Program

Law students or lawyers in need of counseling or assistance for substance abuse are encouraged to contact the Ohio Legal Assistance Program.

Ohio Legal Assistance Program, Inc. (OLAP)

1650 Lake Shore Dr. Suite, Suite 375
Columbus, OH 43204

Office: 1-800-618-8606
Fax: 1-614-464-2245

Attorney Scott R. Mote
Executive Director
smote@ohiolap.org
1-800-348-4343

OLAP Hotline (national, 24/7) 1-800-348-4343

FINANCIAL AID AND TUITION

Tuition and Fees

- General Information: www.uakron.edu/law/admissions/tuition.dot
- Billing Information & Payment Options: www.uakron.edu/student-accounts
 - *You can also find information about late fees, enrollment cancellation for non-payment of fees, and refund information at the above website.*
- **Notice:** All fees are subject to change without notice.

Financial Aid Information

School of Law: www.uakron.edu/law/admissions/financial-aid.dot

University Financial Aid Office: www.uakron.edu/finaid

Scholarships

Questions regarding new, first-year scholarships should be directed to Anthony Colucci, Director of Admissions at apc6@uakron.edu or 330-972-6364.

Questions regarding upper-division scholarships should be directed to Marchelle Hunt, Assistant Dean of Finance & Personnel at mhunt@uakron.edu.

Loans

Loan inquiries and applications may be directed to The Student Services Center (ssc@uakron.edu or 330-972-7032). Loan deferments must be completed by the University Registrar's Office located in Simmons Hall.

Short-term Emergency Assistance

The School of Law Dean's Office has an emergency fund to assist law students unexpectedly faced with pressing financial obligations. To qualify, students must be currently enrolled in the School of Law or a recent graduate (within six months) who is preparing to take the bar exam. Students or recent graduates who benefit from this assistance are asked to donate the amount received to the emergency fund when they can. For more information or to apply for assistance, please contact the Office of Student Affairs.

Veterans Policy

To prevent institutions from charging late fees or preventing facility access to student veterans due to delay in payment for Chapter 33 Post 9/11 and Chapter 31 Vocational Rehab by the Department of Veterans Affairs (VA), the following policy has been adopted.

**SEC. 103. DISAPPROVAL FOR PURPOSES OF EDUCATIONAL ASSISTANCE
PROGRAMS OF DEPARTMENT OF VETERANS AFFAIRS OF CERTAIN COURSES
OF EDUCATION THAT DO NOT PERMIT INDIVIDUALS TO ATTEND OR
PARTICIPATE IN COURSES PENDING PAYMENT.**

(a) In General—Section 3679 of title 38, United States Code, is amended by adding at the end the following new subsection:

(e) (1) Notwithstanding any other provision of this chapter, beginning on August 1, 2019, a State approving agency, or the Secretary when acting in the role of the State approving agency, shall disapprove a course of education provided by an educational institution that has in effect a policy that is inconsistent with any of the following:

(A) A policy that permits any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 of this title and ending on the earlier of the following dates:

(i) The date on which the Secretary provides payment for such course of

education to such institution.

(ii) The date that is 90 days after the date on which the educational institution certifies for tuition and fees following receipt from the student such certificate of eligibility.

(B) A policy that ensures that the educational institution will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment to be provided by the Secretary under chapter 31 or 33 of this title.

(2) For purposes of this subsection, a covered individual is any individual who is entitled to educational assistance under chapter 31 or 33 of this title.

(3) The Secretary may waive such requirements of paragraph (1) as the Secretary considers appropriate.

(4) It shall not be inconsistent with a policy described in paragraph (1) for an educational institution to require a covered individual to take the following additional actions:

(A) Submit a certificate of eligibility for entitlement to educational assistance not later than the first day of a course of education for which the individual has indicated the individual wishes to use the individual's entitlement to educational assistance.

(B) Submit a written request to use such entitlement.

(C) Provide additional information necessary to the proper certification of enrollment by the educational institution.

(b) Prompt Payments.

(1) IN GENERAL.—The Secretary of Veterans Affairs shall take such actions as may be necessary to ensure that the Secretary makes a payment to an educational institution on behalf of an individual, who is entitled to educational assistance under chapter 31 or 33 of title 38, United States Code, and who is using such assistance to pursue a program of education at the educational institution, not later than 60 days after the date on which the educational institution certifies to the Secretary the applicable tuition and fees for the individual.

(2) SEMIANNUAL REPORTS.—Not later than May 1 and October 1 of each year, the Secretary shall submit to the Committee on Veterans'

Affairs of the Senate and the Committee on Veterans' Affairs of the House of Representatives a semiannual report summarizing any cases in which the Secretary failed to make a payment described in paragraph (1) within the period set forth in such paragraph and an explanation for each delayed disbursement of payment.

(c) Rule Of Construction.—In a case in which an individual is unable to meet a financial obligation to an educational institution due to the delayed disbursement of a payment to be provided by the Secretary under chapter 31 or 33 of such title and the amount of such disbursement is less than anticipated, nothing in section 3679(e) of such title, as added by subsection (a), shall be construed to prohibit an educational institution from requiring additional payment or imposing a fee for the amount that is the difference between the amount of the financial obligation and the amount of the disbursement.

MASTER OF LAWS (LLM) ADDENDUM

POLICIES AND PROCEDURES IN PLACE FOR THE JD DEGREE APPLY TO THE LLM DEGREE UNLESS OTHERWISE INDICATED IN THIS ADDENDUM.

Scheduling

LLM students should consult with an IP faculty advisor each semester before registering for courses. Working closely with an IP advisor is important for successfully pursuing the LLM degree.

Leave of Absence

In addition to all leave of absence policies indicated for the JD seeking student, the IP Program Director must also meet with and approve a leave of absence for an LLM student.

Good Academic Standing

To be in good academic standing for the LLM program, a student pursuing an LLM must maintain a cumulative GPA of 2.3 or higher for all courses taken toward the LLM, excluding transfer credits. Failure to maintain good academic standing may affect the student's ability to participate in extracurricular activities related to the LLM program.

Distinct Calculation of Good Academic Standing for Joint JD/LLM Students

JD/LLM degree-seeking students must maintain good academic standing by *separately* maintaining a cumulative GPA of 2.3 or higher for all courses taken toward the JD and the LLM degrees.

Continued Pursuit of JD after Academic Dismissal from LLM Program

A joint JD/LLM student who has been academically dismissed from the LLM program is still eligible to continue to pursue the JD, following the standards established for the JD program.

Graduation with Excellence

LLM students who have earned a cumulative LLM GPA of 3.70 or higher graduate with excellence and receive the LLM Certificate of Academic Achievement.

MASTER OF STUDIES IN LAW (MSL) ADDENDUM

POLICIES AND PROCEDURES IN PLACE FOR THE JD DEGREE APPLY TO THE MSL DEGREE UNLESS OTHERWISE INDICATED IN THIS ADDENDUM.

ADDITIONAL NOTE: THIS ADDENDUM APPLIES TO THOSE STUDENTS ENROLLED IN THE “LEGACY” MSL PROGRAM. STUDENTS ENROLLED IN THE NEWLY FORMED, FULLY ONLINE MSL PROGRAM SHOULD CONSULT THE ONLINE MSL HANDBOOK

The School of Law offers full-time and part-time programs leading to the Master of Studies in Law (MSL) degree. Curriculum and program descriptions, courses, and mapping track for this degree are located at www.uakron.edu/law/curriculum/studies-in-law.

A student must satisfactorily complete thirty credit hours with a minimum 3.0 cumulative grade point average to earn the MSL degree.

Akron Law’s MSL curriculum requires students to complete an Introduction to the American Legal System course (3 credits) as well as one of the following courses: Torts (4 credits), Contracts (4 credits), Property (4 credits), Criminal Law (3 credits), Civil Procedure: Federal Jurisdiction or Civil Procedure: Federal Litigation (3 credits each), or Fundamentals of Intellectual Property Law (3 credits). An MSL Capstone Experience (2 credits) and MSL Capstone Project (2 credits) is also required.

Outside of those courses, MSL students will consult with a faculty advisor to design a program that meets their specific professional needs and interests.

The MSL degree does not qualify recipients to take the bar exam or practice law, and credits are not transferable to the JD degree program.

Scheduling Information

MSL students should consult with the MSL Advisor or faculty advisor each semester before registering for courses. Working closely with an advisor is important for successfully pursuing the degree.

Transfer of Credits

MSL degree candidates are permitted to take nine (9) credit hours of non-law school graduate course level work and transfer those credit hours towards the 30 credit hours required to receive the degree. However, students are not permitted to transfer in any credit hours for non-law school graduate level courses taken prior to matriculation in to the MSL program.

(Approved by Law Faculty on December 8, 2016)

Good Academic Standing

A student pursuing an MSL must maintain a cumulative GPA of 3.00 or higher for all courses taken toward the MSL to be in good academic standing. Failure to maintain good academic standing may affect the student's ability to participate in extracurricular activities.

Academic Dismissal Policies and Procedures for the MSL degree

Grade audits occur after the student completes his or her eighteenth credit and every semester thereafter.

Standard for Dismissal

Any student who at the time of the first audit has a cumulative GPA of 2.60 or lower will be dismissed from the MSL program.

For any subsequent audit, a student will be dismissed from the MSL program, if at the time of the audit the student's cumulative GPA is such that the student cannot mathematically achieve the required 3.00 GPA at the end of the semester in which the student would complete his or her thirtieth credit.

Petition for Reinstatement

A student who has been academically dismissed from the MSL program may petition for reinstatement if his or her GPA is such that it is mathematically possible for the student to achieve the required 3.00 GPA with an additional 1 – 6 credits beyond the required 30 credits are eligible to petition for reinstatement to the MSL program.

(Approved by Law Faculty on May 4, 2017)

Graduation Surveys and Exit Interviews

MSL students who apply for graduation must complete a graduation survey regarding ceremony information, and name pronunciation. Students also must complete a mandatory exit interview with the MSL Advisor.